

**ECONOMIC DEVELOPMENT/PUBLIC SERVICES GROUP
SUMMARY**

	<u>Page #</u>	<u>Approp</u>	<u>Revenue/ Financing Sources</u>	<u>Local Cost</u>
<u>GENERAL FUND</u>				
ECONOMIC DEV/PUBLIC SVC GROUP ADMIN	6-1-1	59,876	-	59,876
AGRICULTURE, WEIGHTS AND MEASURES	6-2-1	5,301,606	3,552,266	1,749,340
AIRPORTS	6-3-1	2,503,423	2,468,134	35,289
COUNTY MUSEUM	6-5-1	3,789,730	2,305,417	1,484,313
ECONOMIC AND COMMUNITY DEVELOPMENT:				
ECONOMIC PROMOTION	6-6-5	719,289	-	719,289
SMALL BUSINESS DEVELOPMENT	6-6-9	156,214	-	156,214
LAND USE SERVICES:				
ADMINISTRATION	6-8-1	-	-	-
CURRENT PLANNING	6-8-5	2,374,495	2,292,212	82,283
ADVANCE PLANNING	6-8-12	3,387,890	2,263,881	1,124,009
BUILDING AND SAFETY	6-8-15	7,387,219	7,387,219	-
CODE ENFORCEMENT	6-8-18	2,963,825	575,000	2,388,825
FIRE HAZARD ABATEMENT	6-8-26	2,034,741	2,034,741	-
PUBLIC WORKS DEPARTMENT:				
REGIONAL PARKS DIVISION	6-9-1	7,189,007	6,129,148	1,059,859
SURVEYOR	6-9-31	3,563,358	3,563,358	-
REGISTRAR OF VOTERS	6-10-1	3,285,368	652,000	2,633,368
SPECIAL DISTRICTS:				
FRANCHISE ADMINISTRATION	6-11-1	311,701	-	311,701
TOTAL GENERAL FUND		<u>45,027,742</u>	<u>33,223,376</u>	<u>11,804,366</u>
<u>SPECIAL REVENUE FUNDS</u>				
		<u>Approp/ Requirement</u>	<u>Revenue/ Financing Sources</u>	<u>Fund Balance</u>
AGRICULTURE, WEIGHTS AND MEASURES:				
CALIFORNIA GRAZING	6-2-6	146,571	8,800	137,771
AIRPORTS:				
COMMERCIAL HANGAR	6-3-5	535,572	503,561	32,011
COUNTY LIBRARY	6-4-1	10,916,787	10,228,110	688,677
ECONOMIC AND COMMUNITY DEVELOPMENT	6-6-1	55,793,954	40,455,119	15,338,835
JOBS AND EMPLOYMENT SERVICES	6-7-1	15,382,733	15,382,733	-
LAND USE SERVICES:				
GENERAL PLAN UPDATE	6-8-32	1,805,299	1,000,000	805,299
HABITAT CONSERVATION	6-8-34	143,992	-	143,992

**ECONOMIC DEVELOPMENT/PUBLIC SERVICES GROUP
SUMMARY**

<u>SPECIAL REVENUE FUNDS</u>	<u>Page #</u>	<u>Approp</u>	<u>Revenue/ Financing Sources</u>	<u>Fund Balance</u>
PUBLIC WORKS DEPARTMENT:				
COUNTY TRAIL SYSTEM	6-9-8	2,210,871	2,249,259	(38,388)
PROPOSITION 12 PROJECTS	6-9-11	2,899,896	3,065,672	(165,776)
PROPOSITION 40 PROJECTS	6-9-13	5,745,820	5,551,538	194,282
MOABI BOAT LAUNCHING FACILITY	6-9-15	1,072,792	1,117,174	(44,382)
GLEN HELEN AMPHITHEATER	6-9-17	1,286,609	1,132,506	154,103
REGIONAL PARKS MAINTENANCE/DEV	6-9-19	760,573	180,000	580,573
CALICO GHOST TOWN MARKETING SVCS	6-9-21	400,631	381,900	18,731
OFF-HIGHWAY VEHICLE LICENSE FEE	6-9-23	128,012	40,000	88,012
GLEN HELEN PAVILION IMPROVEMENTS	6-9-25	215,009	30,000	185,009
SURVEY MONUMENT PRESERVATION	6-9-37	461,503	125,160	336,343
ROAD OPERATIONS CONSOLIDATED	6-9-39	75,312,457	59,938,842	15,373,615
CALTRANS CONTRACT	6-9-43	155,920	4,868	151,052
ETIWANDA INTERCHANGE IMPROVEMENT	6-9-45	106,917	47,634	59,283
HIGH DESERT CORRIDOR	6-9-47	888,100	756,539	131,561
DEVELOPMENT PROJECTS	6-9-49	4,528,964	1,058,806	3,470,158
MEASURE I FUNDS	6-9-51	19,991,524	10,583,625	9,407,899
SPECIAL DISTRICTS:				
FISH AND GAME COMMISSION	6-11-5	33,336	15,100	18,236
TOTAL SPECIAL REVENUE FUNDS		200,923,842	153,856,946	47,066,896
		<u>Operating Expense</u>	<u>Revenue</u>	<u>Revenue Over (Under) Exp</u>
<u>ENTERPRISE FUNDS</u>				
MUSEUM:				
MUSEUM STORE	6-5-9	165,541	169,650	4,109
PUBLIC WORKS DEPARTMENT:				
REGIONAL PARKS SNACK BARS	6-9-27	67,603	76,000	8,397
REGIONAL PARKS CAMP BLUFF LAKE	6-9-29	292,594	328,650	36,056
SOLID WASTE OPERATIONS	6-9-53	56,353,012	56,580,789	227,777
SITE CLOSURE/MAINTENANCE	6-9-60	2,336,684	13,323,915	10,987,231
SITE ENHANCEMENT/EXPANSION	6-9-63	2,652,054	8,375,716	5,723,662
GROUNDWATER REMEDIATION	6-9-66	3,966,595	9,089,463	5,122,868
ENVIRONMENTAL MITIGATION	6-9-68	2,501,000	2,377,030	(123,970)
TOTAL ENTERPRISE FUNDS		68,335,083	90,321,213	21,986,130
<u>OTHER AGENCY FUNDS</u>	<u>Page #</u>	<u>Approp</u>	<u>Revenue</u>	<u>Fund Balance</u>
COUNTY ECONOMIC DEVELOPMENT CORP	8-2-1	18,718	12,600	6,118
INDUSTRIAL DEVELOPMENT AUTHORITY	8-3-1	45,155	1,200	43,955
REDEVELOPMENT AGENCY:				
OPERATING FUND	8-4-1	7,113,260	1,960,300	5,152,960
HOUSING FUND	8-4-5	4,620,123	877,600	3,742,523
DEBT SERVICE FUND	8-4-7	5,230,185	4,281,000	949,185
RDA CAPITAL PROJECTS	8-4-9	4,349,190	74,000	4,275,190
RDA HOUSING PROJECTS	8-4-11	256,870	4,350	252,520
VICTOR VALLEY ECONOMIC DEVELOPMENT	8-4-13	556,722	43,000	513,722
VICTOR VALLEY ECON DEVLP - HOUSING	8-4-15	275,391	48,000	227,391
CEDAR GLEN RDA OPERATING FUND	8-4-17	145,878	145,878	-
CEDAR GLEN RDA HOUSING FUND	8-4-19	54,341	54,341	-
MISSION BOULEVARD RDA HOUSING FUND	8-4-20	7,315	7,315	-
TOTAL OTHER AGENCY FUNDS		22,673,148	7,509,584	15,163,564

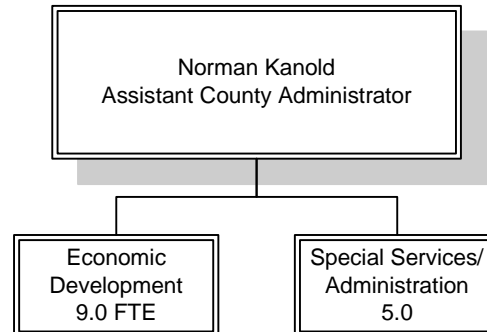
ECONOMIC DEVELOPMENT/PUBLIC SERVICES GROUP ADMINISTRATION

Norman A. Kanold

MISSION STATEMENT

Economic Development/Public Services Group Administration effectively oversees twelve county departments and/or functions responsible for a variety of municipal-type services to County residents, and ensures that economic development is promoted within the County to enhance the quality of life for the residents in accordance with the County's Mission Statement.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

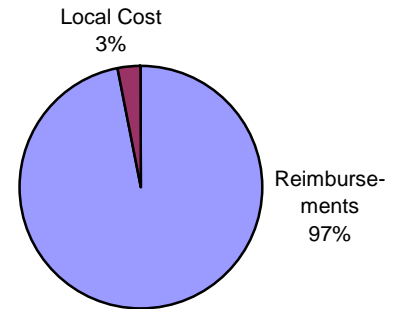
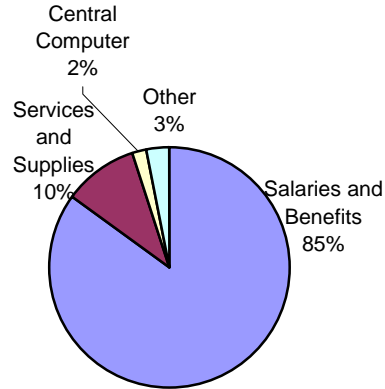
Economic Development/Public Services Group Administration is responsible to the County Administrative Officer and the Board of Supervisors for the overall administration of the following twelve county departments and/or functions: Agriculture/Weights and Measures, Airports, County Fire, Economic and Community Development, Jobs and Employment Services, Land Use Services, County Library, County Museum, Public Works (includes the divisions of Transportation, Flood Control, Regional Parks, Solid Waste, and Surveyor) Redevelopment Agency, Registrar of Voters, and Special Districts. These departments/functions provide many countywide municipal-type services as well as economic development programs that attract and retain businesses and jobs throughout the county.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	159,696	65,856	65,856	59,876
Departmental Revenue	4,363	-	-	-
Local Cost	155,333	65,856	65,856	59,876
Budgeted Staffing		17.0		15.0



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Econ Dev/Public Svc - Administration
FUND: General

BUDGET UNIT: AAA PSG
FUNCTION: General
ACTIVITY: Other General

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,633,250	1,732,442	100,642	-	-	1,833,084	(151,785)	1,681,299
Services and Supplies	206,105	207,656	1,203	-	-	208,859	(11,277)	197,582
Central Computer	28,819	28,819	6,776	-	-	35,595	-	35,595
Other Charges	65,856	65,856	-	-	(5,980)	59,876	-	59,876
Transfers	3,555	3,555	-	-	-	3,555	(315)	3,240
Total Exp Authority	1,937,585	2,038,328	108,621	-	(5,980)	2,140,969	(163,377)	1,977,592
Reimbursements	(1,871,729)	(1,972,472)	(108,621)	-	-	(2,081,093)	163,377	(1,917,716)
Total Appropriation	65,856	65,856	-	-	(5,980)	59,876	-	59,876
Local Cost	65,856	65,856	-	-	(5,980)	59,876	-	59,876
Budgeted Staffing		17.0	-	-	-	17.0	(2.0)	15.0



DEPARTMENT: Econ Dev/Public Svc - Administration
 FUND: General
 BUDGET UNIT: AAA PSG

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	17.0	65,856	-	65,856
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	100,642	-	100,642
Internal Service Fund Adjustments	-	7,979	-	7,979
Prop 172	-	-	-	-
Other Required Adjustments	-	(108,621)	-	(108,621)
Subtotal	-	-	-	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	(5,980)	-	(5,980)
TOTAL BASE BUDGET	17.0	59,876	-	59,876
Department Recommended Funded Adjustments	(2.0)	-	-	-
TOTAL 2004-05 PROPOSED BUDGET	15.0	59,876	-	59,876

SCHEDULE B

DEPARTMENT: Econ Dev/Public Svc - Administration
 FUND: General
 BUDGET UNIT: AAA PSG

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Cooperative Extension	-	(5,980)	-	(5,980)
Cooperative Extension is a service sponsored by the University of California/Riverside that includes identification of county agricultural, consumer, and nutrition problems in the local community and provides solutions based on applied research and knowledge. The reduced County subsidy will result in less funding available for Cooperative Extension.				
Total	-	(5,980)	-	(5,980)



SCHEDULE C

DEPARTMENT: Econ Dev/Public Svc - Administration
 FUND: General
 BUDGET UNIT: AAA PSG

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	Salaries and Benefits 2.0 Staff Analyst II's are being recommended for transfer, 1.0 to the Department of Economic and Community Department and 1.0 to the Jobs and Employment Services Department. This move would allow those departments to better manage this staff and provide more efficient and customer friendly services to the public.	(2.0)	(151,785)	-	(151,785)
2.	Services and Supplies Appropriations have been decreased to correspond with the 2.0 reduction in staff.	-	(11,277)	-	(11,277)
3.	Other Charges Reduced EHAP charges for 2004-05.	-	(315)	-	(315)
4.	Reimbursements Reduced reimbursements from ED/PSG non-general fund departments because of decreased costs budgeted for 2004-05 primarily due to the transfer of the 2.0 Staff Analyst II positions.	-	163,377	-	163,377
Total		(2.0)	-	-	-



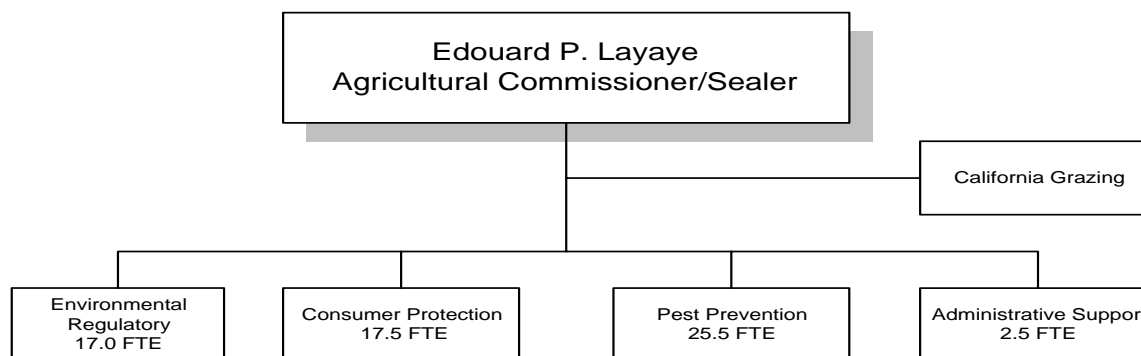
AGRICULTURE/WEIGHTS AND MEASURES

Edouard P. Layaye

MISSION STATEMENT

The Department of Agriculture/Weights and Measures protects the environment, agricultural industry, businesses and consumers of this state and county through regulation and satisfies its customers by providing services that promote the health, safety, well being, and quality of life of its residents according to the County Charter, general laws, and the will of the customers it serves.

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

	2004-05				
	Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Agriculture/Weights and Measures	5,301,606	3,552,266	1,749,340		63.5
California Grazing	146,571	8,800		137,771	-
TOTAL	5,448,177	3,561,066	1,749,340	137,771	63.5

DESCRIPTION OF MAJOR SERVICES

The Department of Agriculture/Weights and Measures protects the environment, public health, worker safety and the health and welfare of the public by enforcing state and local agricultural and consumer protection laws. The Department enforces plant quarantines, detects and eradicates unwanted foreign pests and regulates pesticide use, the agricultural industry and all business transactions based on units of measure such as weight or volume. Additional duties include inspecting produce, eggs, and nursery stock, controlling vegetation along state and county right-of-ways and flood control channels, and manufacturing rodent baits for sale to the general public.

The Environmental Regulatory Division regulates pesticide use, manufactures rodent baits, controls vegetation along right-of ways, regulates apiaries and the removal of desert native plants. Permits, registrations and inspection control the commercial use of pesticides and are used to help prevent serious environmental and human illness incidents resulting from the misuse of pesticides. Permits serve as California Environmental Quality Act equivalents of environmental impact reports, thus easing the burden of agricultural compliance and providing flexibility for growers. In addition, all pesticide use related complaints and illnesses are investigated to determine why the problem occurred and enforcement actions are taken to ensure compliance. Control of vegetation reduces maintenance costs and reduces fire hazards. Noxious weeds are controlled at a number of sites to prevent their spread. Public health and safety is enhanced by the appropriate placement of commercial apiaries. Rodent baits are sold at cost to the public to assist in controlling rodent-caused damage and rodent-borne diseases.



The Consumer Protection Division inspects all commercially used weighing and measuring devices, verifies price scanner accuracy and the quantity of pre-packaged goods, monitors certified farmer's markets and performs quality control inspections of eggs and produce. Consumers and businesses are protected and commerce enhanced by accurate weighing and measuring devices and correct pricing of goods. These devices are inspected on an annual basis and whenever complaints are received. Produce and egg quality inspections protect consumers by helping ensure food safety.

The Pest Prevention Division regulates the movement of plants and plant products, monitors the county to detect foreign pests, and inspects nurseries. Export certification and prompt inspection of plant and plant product shipments facilitates the movement of foreign and domestic goods in the channels of trade and prevents the spread of pests. Interception of foreign pests in shipments enhances the quality of life of county resident by preventing environmental degradation, disruption of trade and public inconvenience resulting from quarantine restrictions.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	4,703,187	5,195,346	4,881,958	5,301,606
Departmental Revenue	3,234,608	3,433,055	3,580,656	3,552,266
Local Cost	1,468,579	1,762,291	1,301,302	1,749,340
Budgeted Staffing		64.5		63.5

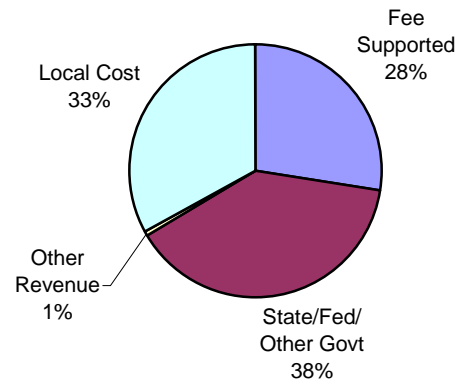
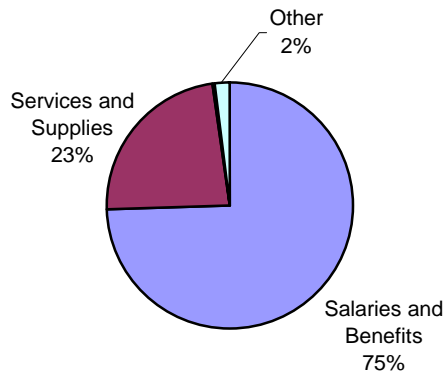
Workload Indicators

Detection traps	4,802	5,100	4,970	5,100
Pesticide Use Inspections	1,138	1,100	1,120	1,100
Weed Control Acres	5,255	6,500	5,050	6,500
Devices Inspected	35,899	34,000	39,500	36,000
Packages Inspected	112,710	125,000	127,600	125,000
Quarantine Shipments	25,581	30,000	25,100	28,000
Petroleum Sign Inspections	1,345	1,500	1,400	1,400
Egg Inspection Samples	3,051	2,400	2,600	2,500

Weed control workload indicators are estimated to be less than budgeted as the Public Works Department has requested fewer weed control acres to be treated due to lack of rain. Quarantine shipments workload indicators are estimated to be less than budgeted due to a decrease in the number of these types of shipments at carriers, such as, UPS and Fed Ex. Devices inspected workload indicators are estimated to be greater than budgeted due to new and expanded businesses that added devices, which subsequently require inspections. Reinspection of such devices found that out-of-tolerance exceptions increased as well.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Agriculture/Weights and Measures
FUND: General

BUDGET UNIT: AAA AWM
FUNCTION: Public Protection
ACTIVITY: Protective Inspection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	3,598,519	3,696,670	256,550	-	(48,847)	3,904,373	41,268	3,945,641
Services and Supplies	1,161,299	1,364,261	5,637	(88,910)	(124,145)	1,156,843	80,570	1,237,413
Central Computer	13,587	13,587	3,514	-	-	17,101	-	17,101
Other Charges	6,012	6,012	-	-	-	6,012	(2,746)	3,266
L/P Equipment	29,758	29,758	-	-	-	29,758	(1,574)	28,184
Transfers	72,783	85,058	-	(16,750)	-	68,308	1,693	70,001
Total Appropriation	4,881,958	5,195,346	265,701	(105,660)	(172,992)	5,182,395	119,211	5,301,606
Departmental Revenue								
Taxes	-	-	-	-	-	-	-	-
Licenses and Permits	529,900	514,330	-	-	-	514,330	15,570	529,900
Fines and Forfeitures	27,000	37,000	-	-	-	37,000	(5,000)	32,000
Use of Money & Prop	1,600	1,300	-	-	-	1,300	200	1,500
State, Fed or Gov't Aid	2,190,106	1,908,795	-	-	-	1,908,795	151,021	2,059,816
Current Services	783,050	934,630	-	-	-	934,630	(32,580)	902,050
Other Revenue	49,000	37,000	-	-	-	37,000	(10,000)	27,000
Total Revenue	3,580,656	3,433,055	-	-	-	3,433,055	119,211	3,552,266
Local Cost	1,301,302	1,762,291	265,701	(105,660)	(172,992)	1,749,340	-	1,749,340
Budgeted Staffing		64.5	-	-	(1.0)	63.5	-	63.5



DEPARTMENT: Agriculture/Weights and Measures
 FUND: General
 BUDGET UNIT: AAA AWM

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	64.5	5,195,346	3,433,055	1,762,291
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	256,550	-	256,550
Internal Service Fund Adjustments	-	9,151	-	9,151
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	265,701	-	265,701
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(105,660)	-	(105,660)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(105,660)	-	(105,660)
Impacts Due to State Budget Cuts	(1.0)	(172,992)	-	(172,992)
TOTAL BASE BUDGET	63.5	5,182,395	3,433,055	1,749,340
Department Recommended Funded Adjustments	-	119,211	119,211	-
TOTAL 2004-05 PROPOSED BUDGET	63.5	5,301,606	3,552,266	1,749,340

SCHEDULE B

DEPARTMENT: Agriculture/Weights and Measures
 FUND: General
 BUDGET UNIT: AAA AWM

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Pest Exclusion Inspections	(1.0)	(53,247)	-	(53,247)
Reduction of 1.0 Agricultural Standards Officer, and the one compact truck and tuition reimbursement associated with this position. See Department Recommended Funded Adjustments section for restoration of this position.				
General Supplies and Services		(81,517)	-	(81,517)
Decrease in Motor Pool (\$15,017) from rate change; Decreases in Herbicides (\$40,000), non-inventoriable equipment (\$16,500), special department expense (\$5,000), Courier Service (\$3,000) and Travel (\$2,000) are adjustments made to correspond to current expenditure levels as well as comply with the state impact cuts.				
Motor Pool Fleet Reduction	-	(38,228)	-	(38,228)
A fleet reduction of twelve vehicles would require all of our field staff, who do not require specialized vehicles for equipment, to drive their private vehicles. The reduction of fleet charges is offset by increased private mileage reimbursement. See Department Recommended Funded Adjustments section for restoration.				
Total	(1.0)	(172,992)	-	(172,992)



SCHEDULE C

DEPARTMENT: Agriculture/Weights and Measures
 FUND: General
 BUDGET UNIT: AAA AWM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Pest Exclusion Inspections Restoration of 1.0 Agricultural Standards Officer deleted in State Budget Cuts, and the one compact truck and tuition reimbursement associated with this position. Appropriations are comprised of \$48,847 for salaries/benefits and \$4,400 for services/supplies.	1.0	53,247	-	53,247
2. Motor Fleet Restoration of funding for twelve motor pool vehicles to increase public visibility of county services and keep employees from having to use their private vehicles for county work on a daily basis. Appropriations are comprised of services/supplies.	-	38,228	-	38,228
3. Red Imported Fire Ant The California Department of Food and Agriculture cancelled the contract that funded County detection and eradication activities for this pest. This position (1.0 FTE Ag. Field Aide) is vacant. Appropriations are comprised of a reduction in salaries/benefits and a revenue reduction in state aid.	(1.0)	(28,030)	(30,000)	1,970
4. Salary and Benefit Adjustments Increases in ranges and steps for Agricultural Standards Officers resulting from advancement in the classification series due to license acquisition.	-	10,540	-	10,540
5. Supplies and Services Restoration of State Impact Cuts and adjustments due to anticipated needs: Training, \$8,000; Software \$1,000; Membership (\$800); Non-inventoried equipment, \$25,000, includes pumps, computer and other spray truck parts; Special Department expense, \$9,588, includes detection supplies, lab supplies; Office Expense Outside supplies, \$1,500; Maintenance, \$500; and, Travel, \$1,000. Professional Services has been reduced, (\$10,450), because animal control services are no longer performed by the Department.	-	35,338	-	35,338
6. Adjustments for Internal Service Funds and EHAP. Adjustments required for worker's compensation experience modification, \$9,911, communication charges, \$13,831, record storage, \$100, ISD direct labor, (\$1,327), and Employee Health and Productivity, (\$310). The amount previously budgeted for slow-moving vehicle signs, \$125, from Fleet Management has been eliminated because all our vehicles are now equipped. Appropriations are comprised of \$9,911 for salaries/benefits, \$12,604 for services/supplies, and a reduction of \$435 for transfers.	-	22,080	-	22,080
7. Lease-Purchase of Weed Control Spray Truck The Department completed the payments of a weed control spray truck. One lease-purchase of equipment is still in effect and changes in the payments results in a \$1440 shift from interest to principal. Appropriations are comprised of reductions of \$2,746 for other charges and \$1,574 for lease/purchase.	-	(4,320)	-	(4,320)
8. Office Rent The rent for the Department's office in Ontario is increasing per the long-term agreement for this facility. Rent for the Department's office in Victorville has also increased. Appropriations are comprised of transfers.	-	2,128	-	2,128
9. License and Permit Revenue Adjustments The amount collected for device registrations has increased by \$16,700 due to additional weighing and measuring devices, price scanners and packing operations in the County. Minor adjustments in anticipated pesticide business registration, \$500, certified producers and farmer's markets, (\$1,530) and native plant tags, (\$100) are made to correspond to actual FY 2003-04 revenue.	-	-	15,570	(15,570)
10. Miscellaneous Revenue Adjustments Revenue from fines levied for pesticide, weights and measures violations has decreased as compliance levels have improved. Rents collected from beekeepers for the use of County property has increased slightly as private lands have decreased in availability. Revenue for fine/forfeiture was reduced by \$5,000, and revenue for use of money was increased by \$200.	-	-	(4,800)	4,800
11. State Aid Revenue Adjustment The amount of Unclaimed Gas Tax revenue has increased statewide by more than \$8.4 million because the State is collecting more Gas Tax. The Unclaimed Gas Tax is derived from off-road and farm use of gasoline and is disbursed to county agricultural commissioners for enforcing Food and Agricultural Code programs rather than used to fund road maintenance and construction. This \$278,000 increase is offset with a reduction of \$100,200 from the CA Department of Food and Agriculture for high-risk pest exclusion inspections.	-	-	177,800	(177,800)
12. State Aid - Other Adjustments in revenue received from the State for egg inspection, \$5,300, nursery and seed inspection, \$4,400, pesticide regulation, \$14,021, Pierce's Disease regulation, (\$13,000), and fruit and vegetable inspection, (\$7,500).	-	-	3,221	(3,221)
13. Current Services Revenue Adjustment Revenue from phytosanitary certificates has decreased by \$30,605 due to the closing of one packing house and changes in exports from other businesses. Weed control services to cities and other governmental agencies has decreased by \$10,000. Increased revenue from other inspection services, \$5,025, and licensing exams, \$3,000, partially offset the decrease.	-	-	(32,580)	32,580
14. Rodent Bait Sales Sales of rodent baits to the public will decrease due to the cancellation of a product registration and changes in the legal use of another bait manufactured by the Department. These changes are the result of changes made by the California Department of Food and Agriculture. Supplies to make these baits has been decreased as well. Appropriations are comprised of a reduction in services/supplies, and a revenue reduction in other revenue.	-	(10,000)	(10,000)	-
Total	-	119,211	119,211	-



California Grazing

MISSION STATEMENT

The California Grazing program improves the federal rangeland leased by private ranchers in the county by utilizing U.S. grazing fees allocated to the county for this purpose.

DESCRIPTION OF MAJOR SERVICES

The California Grazing budget funds a variety of range improvement projects such as cattle guards, fencing, pipelines, tanks and other water dispensing facilities recommended by the county's Range Improvement Advisory Committee (RIAC). RIAC is comprised of five Bureau of Land Management (BLM) lessees and one wildlife representative, and are appointed by the Board of Supervisors. RIAC recommends to the Board of Supervisors various grazing improvement projects for funding. The BLM, the federal agency responsible for leasing the grazing allotments to the ranchers, reviews the environmental impact of projects. Funding for these projects comes from fees paid to the federal government for grazing leases by ranchers under the provisions of the federal Taylor Grazing Act of 1934. A portion of the grazing fees is distributed back to the county to fund improvements on the federal lands. The county acts in a trustee capacity for these funds.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	-	148,825	14,146	146,571
Departmental Revenue	8,585	6,000	9,092	8,800
Fund Balance		142,825		137,771
Budgeted Staffing		-		-

Workload Indicators

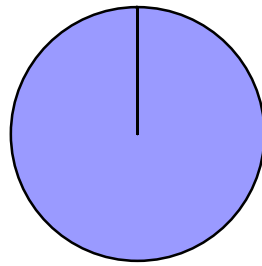
Value of Projects	-	148,825	14,146	146,571
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Expenditures in the California Grazing budget are less than the amount budgeted because the entire unreserved fund balance must be appropriated each year in accordance with Section 29009 of the State Government Code. The amount not expended in 2003-2004 has been carried over to the subsequent year's budget.

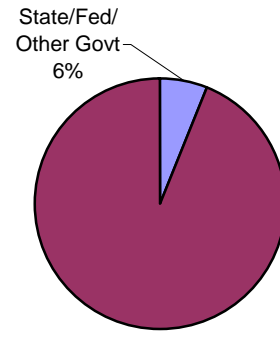
Revenue received has increased because ranchers are paying more grazing allotment fees to the federal government than expected. Anticipated reductions in grazing land, due to environmental restrictions on the use of the land, have not occurred.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



Services
and
Supplies
100%



Fund
Balance
94%

GROUP: Econ Dev/Public Svc
DEPARTMENT: Agriculture/Weights and Measures
FUND: California Grazing

BUDGET UNIT: SCD ARE
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	14,146	148,825	-	-	-	148,825	(2,254)	146,571
Total Appropriation	14,146	148,825	-	-	-	148,825	(2,254)	146,571
Departmental Revenue								
State, Fed or Gov't Aid	9,092	6,000	-	-	-	6,000	2,800	8,800
Total Revenue	9,092	6,000	-	-	-	6,000	2,800	8,800
Fund Balance		142,825	-	-	-	142,825	(5,054)	137,771

SCHEDULE C

DEPARTMENT: Agriculture/Weights and Measures
FUND: California Grazing
BUDGET UNIT: SCD ARE

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

	Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Service and Supplies adjustment Decrease in appropriations (special department expense) based on the estimated reduction of financing sources (fund balance and revenues).	-	(2,254)	-	(2,254)
2.	Revenue Adjustment Grazing fees paid by ranchers to the Federal Government for the use of Federal land have averaged more than budgeted during the last two fiscal years so the anticipated revenue has been increased.	-	-	2,800	(2,800)
	Total	-	(2,254)	2,800	(5,054)



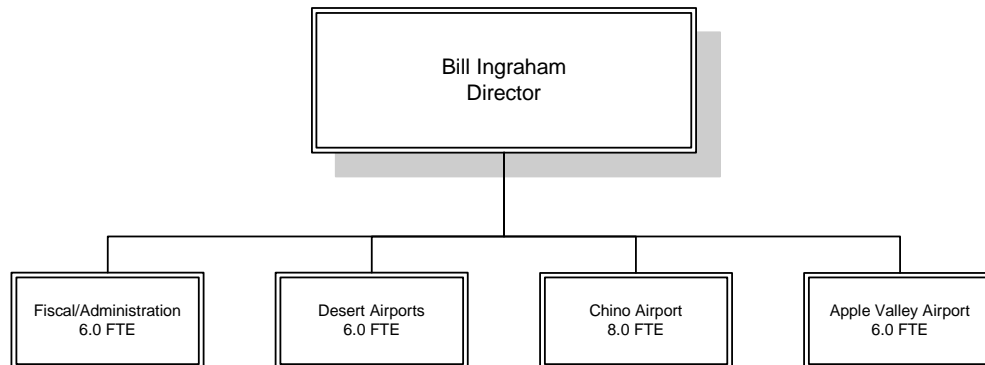
AIRPORTS

Bill Ingraham

MISSION STATEMENT

The San Bernardino County Department of Airports plans, organizes and directs the County's airport and aviation system to provide high-quality aviation facilities and services in a safe and efficient manner, optimizing the benefit to the communities and citizens of the County

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2004-05					
	Operating Exp/ Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Airports	2,503,423	2,468,134	35,289		27.0
Chino Airport Commercial Hangars	535,572	503,561		32,011	-
TOTAL	3,038,995	2,971,695	35,289	32,011	27.0

DESCRIPTION OF MAJOR SERVICES

The Department of Airports provides for the management, maintenance, and operation of six airports (Apple Valley, Chino, Barstow-Daggett, Needles, Twentynine Palms, and Baker) and provides technical support to San Bernardino International Airport (a Joint Powers Authority comprised of the County and the cities of Colton, Highland, Loma Linda and San Bernardino). The department also assists the county's private and municipal airport operators in planning, interpreting, and implementing Federal Aviation Administration (FAA) general aviation requirements.



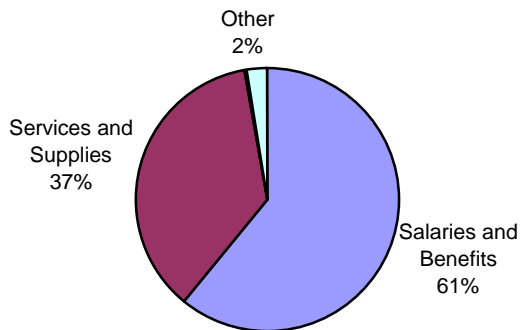
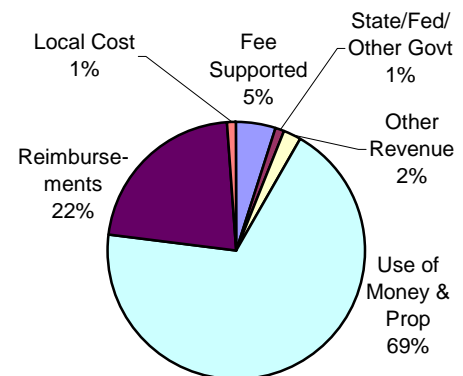
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	2,341,857	2,461,753	2,523,979	2,503,423
Departmental Revenue	2,279,907	2,422,940	2,485,166	2,468,134
Local Cost	61,950	38,813	38,813	35,289
Budgeted Staffing		28.9		27.0

Workload Indicators**Maintenance Hours:**

Chino Airport	11,891	11,800	11,980	11,000
Barstow/Daggett Airport	5,596	7,200	6,260	6,700
Apple Valley Airport	5,996	7,200	6,000	7,200
Needles Airport	883	600	700	800
Twentynine Palms Airport	502	600	600	600
Baker Airport	221	120	100	100
Total Maintenance Hours	25,089	27,520	25,640	26,400

Total budgeted maintenance hours for FY 2004-05 are projected to decrease by 1,120 because of the department's recommendation to defund 1.9 public services employees due to budgetary constraints. The primary function of these employees was to assist the department with maintenance duties at the airports. While critical maintenance tasks will be performed, the reduction will increase intervals between routine maintenance activities. The 2004-05 budget reflects a 9 percent decrease in local cost due to state budget impacts. The department initially received local cost in 2001-02 to assist with the financing of certain positions resulting from an audit of Chino Airport.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY**2004-05 BREAKDOWN BY FINANCING SOURCE**

GROUP: Econ Dev/Public Svc
DEPARTMENT: Airports
FUND: General

BUDGET UNIT: AAA APT
FUNCTION: Public Ways and Facilities
ACTIVITY: Transportation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,681,123	1,830,950	124,958	-	-	1,955,908	(10,101)	1,945,807
Services and Supplies	1,350,909	1,240,771	245,911	-	(3,524)	1,483,158	(310,464)	1,172,694
Central Computer	5,182	5,182	4,652	-	-	9,834	-	9,834
Other Charges	49,253	49,255	-	-	-	49,255	(2,262)	46,993
Transfers	21,910	21,910	-	-	-	21,910	7,276	29,186
Total Exp Authority	3,108,377	3,148,068	375,521	-	(3,524)	3,520,065	(315,551)	3,204,514
Reimbursements	(584,398)	(686,315)	-	-	-	(686,315)	(14,776)	(701,091)
Total Appropriation	2,523,979	2,461,753	375,521	-	(3,524)	2,833,750	(330,327)	2,503,423
Departmental Revenue								
Use of Money & Prop	2,166,000	2,156,313	-	-	-	2,156,313	47,321	2,203,634
State, Fed or Gov't Aid	40,000	40,000	-	-	-	40,000	-	40,000
Current Services	226,766	166,627	-	-	-	166,627	(9,627)	157,000
Other Revenue	52,400	60,000	-	-	-	60,000	7,500	67,500
Total Revenue	2,485,166	2,422,940	-	-	-	2,422,940	45,194	2,468,134
Local Cost	38,813	38,813	375,521	-	(3,524)	410,810	(375,521)	35,289
Budgeted Staffing		28.9	-	-	-	28.9	(1.9)	27.0

DEPARTMENT: Airports
FUND: General
BUDGET UNIT: AAA APT

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	28.9	2,461,753	2,422,940	38,813
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	124,958	-	124,958
Internal Service Fund Adjustments	-	250,563	-	250,563
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	375,521	-	375,521
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	(3,524)	-	(3,524)
TOTAL BASE BUDGET	28.9	2,833,750	2,422,940	410,810
Department Recommended Funded Adjustments	(1.9)	(330,327)	45,194	(375,521)
TOTAL 2004-05 PROPOSED BUDGET	27.0	2,503,423	2,468,134	35,289



SCHEDULE B

DEPARTMENT: Airports
FUND: General
BUDGET UNIT: AAA APT

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Decreased Security Guard Services at Chino Airport Contract security services are used at Chino Airport after-hours and on weekends. Schedules overlap with department staff in the late afternoon and at various times on weekends. Reduction of the contract services during these hours will require additional diligence by maintenance personnel, which may result in some degree of productivity loss.	-	(3,524)	-	(3,524)
Total	-	(3,524)	-	(3,524)

SCHEDULE C

DEPARTMENT: Airports
FUND: General
BUDGET UNIT: AAA APT

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries and Benefits * 1.0 Airport Operations Supervisor (\$66,930) is being added to supervise maintenance and construction activity at the desert airports (excluding Apple Valley Airport) primarily due to a significant increase in development activity at the airports. * 1.0 vacant Airports Real Estate Coordinator (\$53,906) is being defunded because leasing support activity within the department is being decentralized to the individual airports for enhanced services to tenants and other airport users. * A total of 1.9 extra-help Public Service Employees (\$45,125) who have been assisting the Department with a variety of maintenance duties have been defunded due to budgetary constraints. * Additional costs primarily due to step increases (\$17,000) * Additional support from the Real Estate Services Department (\$5,000) for increased Chino Airport leasing activity.	(1.9)	(10,101)	-	(10,101)
2. Services and Supplies * The department will be deferring 46.5% (or \$347,000) of its portion of property insurance allocated for recapturing reserves. This deferment will be over a period of four years. Current insurance premiums are fully funded. * Increased general maintenance costs (\$19,036) for hangars and other buildings located at County airports. * Increased costs (\$17,500) for operating the Wastewater Treatment Plant at the Barstow/Daggett Airport.	-	(310,464)	-	(310,464)
3. Other Charges Reduced interest amount paid on State loans used to fund improvements at Chino Airport.	-	(2,262)	-	(2,262)
4. Transfers Increased charges for Human Resources employee relations support and ED/PSG computer services support.	-	7,276	-	7,276
5. Reimbursements * Increased MOU, Retirement, and Workers Compensation costs for Apple Valley Airport staff results in additional reimbursement of salary costs for this budget unit (\$39,903). * A portion of deferred property insurance charges are allocated to Apple Valley Airport and the Commercial Hangars at Chino Airport, thus reducing the amount of reimbursements from those two budget units (\$25,127).	-	(14,776)	-	(14,776)
6. Use of Money and Property This increase in revenue represents an annual inflationary adjustment in existing airport leases together with anticipated revenue from leasing facilities that are currently vacant.	-	-	47,321	(47,321)
7. Charges for Current Services An analysis of current year fuel flowage fees received on aviation fuels and oils indicates that revenue for FY 2004-05 will be slightly less than the amount budgeted in FY 2003-04.	-	-	(9,627)	9,627
8. Other Revenue Additional revenue from increased charges to an airport tenant for wastewater services at Barstow/Daggett.	-	-	7,500	(7,500)
Total	(1.9)	(330,327)	45,194	(375,521)



Chino Airport Commercial Hangar Facility

DESCRIPTION OF MAJOR SERVICES

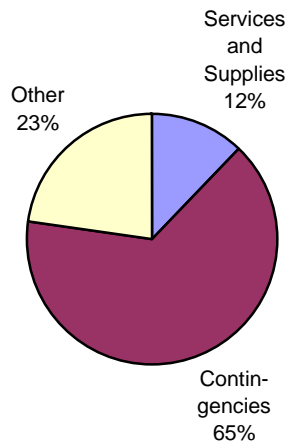
The Department of Airports manages, maintains, and operates the Chino Airport Commercial Hangar complex. The Commercial Hangars were constructed in 1987 with proceeds from a 30-year bond issue. In addition to maintenance expenses, appropriations are budgeted annually for insurance costs. Appropriations for this budget unit are financed from rental revenues and available fund balance. The debt service payment related to the outstanding bond issue will be financed by the County General Fund for FY 2004-05.

There is no staffing associated with this budget unit.

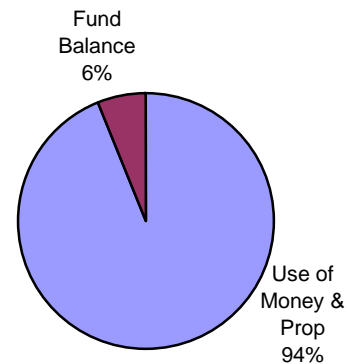
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	893,454	1,171,133	928,813	535,572
Departmental Revenue	316,038	438,809	228,500	503,561
Fund Balance		732,324		32,011
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Airports
 FUND: Chino Airport Commercial Hangars

BUDGET UNIT: RCI APT
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Transportation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	32,700	66,000	-	-	-	66,000	-	66,000
Transfers	896,113	994,376	-	-	-	994,376	(872,293)	122,083
Contingencies	-	110,757	-	-	-	110,757	236,732	347,489
Total Appropriation	928,813	1,171,133	-	-	-	1,171,133	(635,561)	535,572
Departmental Revenue								
Use of Money & Prop	228,500	438,809	-	-	-	438,809	64,752	503,561
Total Revenue	228,500	438,809	-	-	-	438,809	64,752	503,561
Fund Balance		732,324	-	-	-	732,324	(700,313)	32,011

SCHEDULE C

DEPARTMENT: Airports
 FUND: Chino Airport Commercial Hangars
 BUDGET UNIT: RCI APT

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Transfers	-	(872,293)	-	(872,293)
* Reduced transfers to the County General Fund (\$856,251) because for FY 2004-05 the General Fund will be financing the entire debt service cost of the outstanding Certificates of Participation issued to construct the Chino hangars. * The Airports Department is deferring 46.5% of its portion of property insurance allocated for recapturing reserves. A portion of this deferment is allocated to the Commercial Hangars, thus reducing the amount of transfers to the Airports Department by an additional \$16,042.				
2. Contingencies	-	236,732	-	236,732
The decreased debt service requirement for FY 2004-05 will result in additional funds available for this budget unit. The Department is recommending that these additional funds be set aside in contingencies.				
3. Revenue from Use of Money and Property	-	-	64,752	(64,752)
Existing rental agreements are anticipated to generate additional revenues for FY 2004-05.				
Total	-	(635,561)	64,752	(700,313)

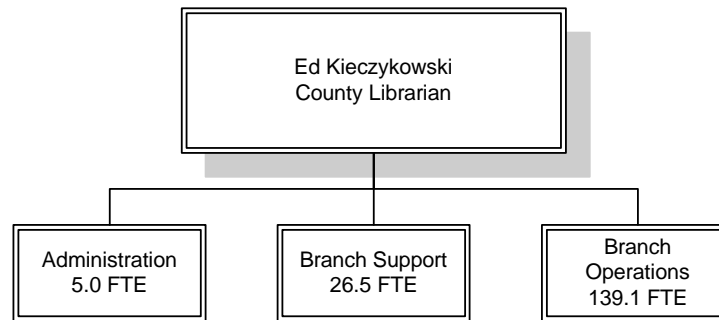


LIBRARY Ed Kieczykowski

MISSION STATEMENT

The San Bernardino County Library provides equal access to information services and materials for all residents of the County of San Bernardino. The Library actively promotes its information services, materials and programs for the informational, educational, cultural and recreational needs of all residents of San Bernardino County.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

The San Bernardino County Library provides public library services through a network of 29 branches in unincorporated areas and 18 incorporated cities within the county. Two bookmobiles are utilized to reach people who live in sparsely populated areas or are unable to visit the traditional branches. The County Library also operates a specialized bookmobile unit in the High Desert that provides literacy and school readiness programming to young children and their parents or caregivers. The County Library provides access to information through its collection of 1,200,000 items as well as 500 Internet Accessible Public computers. The public computers also provide access to a number of on-line databases and other electronic resources. Electronic access to County Library's collection of materials is available through the Internet, and daily delivery services provide for materials to be shared among the various branches. Cultural and educational programs for all ages, including literacy services and other specialized programs, are provided at the branch locations. In addition, County Recorder Services are located at the Apple Valley, Fontana, and Montclair branch libraries.

The County Library is financed primarily through dedicated property tax revenues and is also supported by local "Friends of the Library" organizations that financially assist Library branches in local communities. A total of 1,500 volunteers, performing a variety of tasks, also assist in supporting local libraries.



BUDGET AND WORKLOAD HISTORY

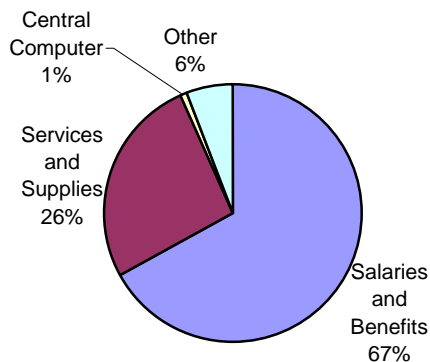
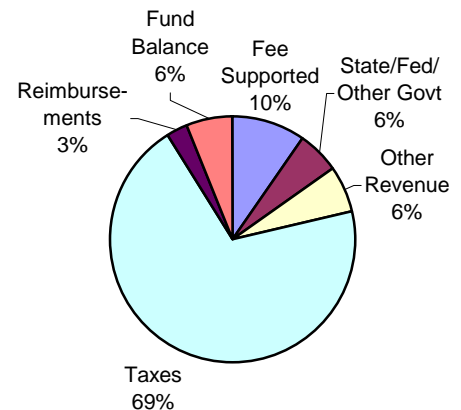
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	11,536,150	11,561,194	11,413,849	10,916,787
Total Financing Sources	11,697,656	10,875,152	11,416,484	10,228,110
Fund Balance		686,042		688,677
Budgeted Staffing		209.2		171.6

Workload Indicators

Circulation	2,902,322	2,900,000	2,726,900	2,300,000
Reference	547,728	625,000	385,500	378,800
Branches	29	29	29	29
Total Branch Hours	67,864	67,800	67,800	56,000
Total Patron Visits	3,309,508	3,350,000	3,314,300	3,000,000

A projected \$1.2 million loss of property tax revenues in FY 2004-05 through a State ERAF shift will require reductions in part-time staff that in turn will necessitate a decrease of eight (8) hours per week in public services hours at all branch libraries. Reduced hours of service are projected to cause in corresponding decreases in materials circulation, reference questions, and patron visits.

As part of the county's overall budget reduction plan, the ongoing general fund subsidy to Library operations will be reduced by 9 percent (\$26,150).

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY**2004-05 BREAKDOWN BY FINANCING SOURCE**

GROUP: Econ Dev/Public Svc
 DEPARTMENT: County Library
 FUND: County Library

BUDGET UNIT: SAP CLB
 FUNCTION: Education
 ACTIVITY: Library

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	7,353,578	7,804,504	464,772	19,572	(777,425)	7,511,423	22,994	7,534,417
Services and Supplies	3,706,273	3,214,579	78,861	-	(435,095)	2,858,345	75,184	2,933,529
Central Computer	73,009	73,009	21,393	-	-	94,402	-	94,402
Other Charges	112,871	112,925	-	-	-	112,925	(157)	112,768
Improve to Struct	181,800	150,000	-	-	-	150,000	(100,000)	50,000
Transfers	495,948	520,707	-	-	-	520,707	(13,881)	506,826
Total Exp Authority	11,923,479	11,875,724	565,026	19,572	(1,212,520)	11,247,802	(15,860)	11,231,942
Reimbursements	(509,630)	(314,530)	-	-	-	(314,530)	(625)	(315,155)
Total Appropriation	11,413,849	11,561,194	565,026	19,572	(1,212,520)	10,933,272	(16,485)	10,916,787
Departmental Revenue								
Taxes	8,435,316	8,250,649	565,026	19,572	(1,186,370)	7,648,877	162,023	7,810,900
State, Fed or Gov't Aid	709,374	643,903	-	-	-	643,903	(8,903)	635,000
Current Services	1,030,000	1,080,000	-	-	-	1,080,000	-	1,080,000
Other Revenue	453,794	612,600	-	-	-	612,600	(172,240)	440,360
Total Revenue	10,628,484	10,587,152	565,026	19,572	(1,186,370)	9,985,380	(19,120)	9,966,260
Operating Transfers In	788,000	288,000	-	-	(26,150)	261,850	-	261,850
Total Financing Sources	11,416,484	10,875,152	565,026	19,572	(1,212,520)	10,247,230	(19,120)	10,228,110
Fund Balance		686,042	-	-	-	686,042	2,635	688,677
Budgeted Staffing		209.2	-	-	(37.4)	171.8	(0.2)	171.6

DEPARTMENT: County Library
 FUND: County Library
 BUDGET UNIT: SAP CLB

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	209.2	11,561,194	10,875,152	686,042
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	464,772	464,772	-
Internal Service Fund Adjustments	-	100,254	100,254	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	565,026	565,026	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	19,572	19,572	-
Subtotal	-	19,572	19,572	-
Impacts Due to State Budget Cuts	(37.4)	(1,212,520)	(1,212,520)	-
TOTAL BASE BUDGET	171.8	10,933,272	10,247,230	686,042
Department Recommended Funded Adjustments	(0.2)	(16,485)	(19,120)	2,635
TOTAL 2004-05 PROPOSED BUDGET	171.6	10,916,787	10,228,110	688,677



SCHEDULE B

DEPARTMENT: County Library
 FUND: County Library
 BUDGET UNIT: SAP CLB

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
Tax revenue loss from State proposed ERAF shift and the resulting impact	(36.7)	(1,186,370)	(1,186,370)	-
* Defund a total of 32.5 entry level Library Page positions (\$520,000). This action will result in a reduction in public service hours by approximately eight (8) hours per week at all branches. * Defund the following 4.2 vacant positions (\$231,275): * 1.0 Bookmender * 1.0 Librarian I * 0.9 Librarian II * 1.3 Library Associates * Reduction in the purchase of Library Materials by \$435,095. This action will result in a Library Materials budget for FY 2004-05 of \$150,000.				
Reduced funding from the County General Fund	(0.7)	(26,150)	(26,150)	-
Defund a vacant extra-help Library Assistant position. The defunding of this position contributes to the reduction in public service hours.				
Total	(37.4)	(1,212,520)	(1,212,520)	-



SCHEDULE C

DEPARTMENT: County Library
 FUND: County Library
 BUDGET UNIT: SAP CLB

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Salaries and Benefits * 0.6 addition to a Library Program Coordinator (\$39,924) that was partially funded in FY 2003-04. * 0.4 decrease for a Library Regional Manager position (\$34,632) to allow for mid-year recruitment to replace the retiring incumbent. * Defund 0.4 vacant Library Associate (\$22,000) * Additional amount budgeted primarily the result of step increases (\$39,702)	(0.2)	22,994	-	22,994
2.	Services and Supplies * Projected increase in reimbursement to Friends of the Library for video rentals (\$115,000) * Increased vehicle charges estimated for FY 2004-05 (\$21,000) * Decrease in programming costs charged by ISD due to the ability to use internal staff for most project work (\$55,801) * Decrease in COWCAP Charges (\$29,014) * Net increase of adjustments to all other services and supplies (23,999).		75,184	-	75,184
3.	Other Charges Minimal decrease in interest charges for the Apple Valley Construction Loan.	-	(157)	-	(157)
4.	Improvements to Structures Decrease due to the completion of improvement projects during FY 2003-04 at the Adelanto, 29 Palms, and Lucerne Valley branch libraries.	-	(100,000)	-	(100,000)
5.	Transfers Decrease primarily the result of reduced rent payments transferred to the Real Estate Services Department.	-	(13,881)	-	(13,881)
6.	Reimbursements Minimal change in reimbursements anticipated for FY 2004-05.	-	(625)	-	(625)
7.	Taxes Additional property tax revenues are projected based on estimates provided by the County's Auditor/Controller-Recorder.	-	-	162,023	(162,023)
8.	State, Federal, or Other Governmental Aid Reduced funds from the State for literacy programs.	-	-	(8,903)	8,903
9.	Other Revenue * Reduced First Five Grant Funding (\$125,000) * Reduction in federal E-Rate reimbursements (\$82,740) * No further property tax loss payments from the City of Rancho Cucamonga (\$50,000) * Other various minor decreases (\$4,500) * Increased donations from the Friends of the Library (\$90,000)	-	-	(172,240)	172,240
Total		(0.2)	(16,485)	(19,120)	2,635



SCHEDULE D

DEPARTMENT: County Library
 FUND: County Library
 BUDGET UNIT: SAP CLB

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Operating Transfers In	Fund Balance
1	Library Book Budget Augmentation During the past three (3) fiscal years, severe cuts in State Aid and Property Tax Revenues have significantly reduced the amount available for County Library's book budget. The \$150,000 budgeted for books in FY 2004-05 represents a minimal level and is financed entirely by contributions from the Friends of the Library. In 2003-04, the Board of Supervisors provided the Library with a \$500,000 augmentation for materials, resulting in a total book budget of \$1,085,000. County Library is seeking an additional \$935,000 from the County General Fund that would restore its materials budget to the FY 2003-04 level. Without this funding, purchases of books, audio-visual materials, magazines, and newspapers will be virtually eliminated.	-	935,000	935,000	-
2	Restore Staffing and Library Hours Provide funding to restore all positions that were defunded as a result of projected State Budget Cuts. This action would avoid having County Library reduce eight (8) hours of public service per week at all branch libraries.	37.4	777,425	777,425	-
Total		<u>37.4</u>	<u>1,712,425</u>	<u>1,712,425</u>	<u>-</u>

SCHEDULE E

DEPARTMENT: County Library
 FUND: County Library
 BUDGET UNIT: SAP CLB

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
Computer Printing Fee Change Current fee structure charges \$0.10/page for printing, with the first 25 pages being free. Under this current fee structure, the County Library generates approximately \$6,600 in revenue per year. The Department proposes to maintain the same \$0.10/page fee, but would allow only the first 5 pages to be printed free. It is estimated that this change would produce an additional \$93,400 in revenue each year for County Library. This revenue is needed to offset the cost of paper, cartridges, and printer replacement. Directing revenues to support printing costs now subsidized by the Library's operating budget would free a corresponding amount to support the purchase of materials.	-	93,400	93,400	-
Total	<u>-</u>	<u>93,400</u>	<u>93,400</u>	<u>-</u>





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: County Library
FUND NAME : County Library
BUDGET UNIT: SAP CLB
PROGRAM: Computer printing fee

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED		
Budgeted Appropriations	\$	6,600

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED		
Current Fee Revenue for listed fees		6,600
Fee Revenue for fees not listed		-
Non Fee Revenue		-
Fund Balance		-
Budgeted Sources	\$	6,600

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED		
Revised Appropriations	\$	100,000

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED		
Fee Revenue for listed fees		100,000
Fee Revenue for fees not listed		-
Non Fee Revenue		-
Fund Balance		-
Revised Sources	\$	100,000

DIFFERENCES (See Following Page for Details)	
\$	93,400
	93,400
	-
	-
	-
\$	93,400

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	93,400
Total	\$ 93,400

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
The current fee structure charges \$.10/page for printing, with the first 25 pages free. This structure has produced revenues of approximately \$6,600 per year. The proposed fee revision would reduce the number of free copies allowed to 5 pages, which would enhance County Library's revenues by \$93,400 annually. This additional revenue is needed to offset costs related to printing including paper, cartridges and printer replacement as needed.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: County Library
FUND NAME : County Library
PROGRAM: Computer printing fee

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.026(b)(9)	Computer printing fee	\$0.10 per page (first twenty-five pages free)	66,000	\$ 6,600	\$0.10 per page (first five pages free)	1,000,000	\$ 100,000	No change in fee, but the number of free copies are being reduced.	934,000	\$ 93,400	\$ 93,400	Allowing only the first five copies to be free will generate an additional \$93,400 in revenue to offset the cost of computer paper, cartridges, and printer replacement.

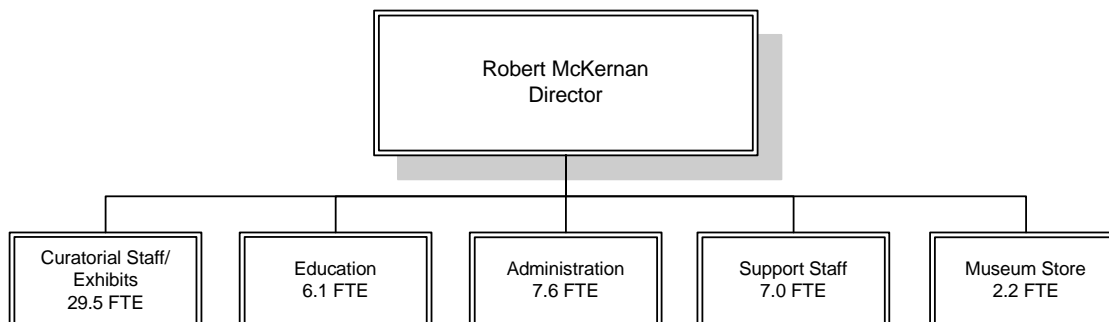
COUNTY MUSEUM

Robert L. McKernan

MISSION STATEMENT

The San Bernardino County Museum maintains and develops unique cultural and natural science collections related to the region and the greater Southwestern United States. Through responsible collection, preservation, exhibition, and education, the County Museum inspires the public to archive a deeper understanding of their cultural and natural history.

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2004-05					
	Operating Exp/ Appropriation	Revenue	Local Cost	Revenue Over/ (Under) Exp	Staffing
County Museum	3,789,730	2,305,417	1,484,313		51.2
Museum Store	165,541	169,650		4,109	2.2
TOTAL	3,955,271	2,475,067	1,484,313	4,109	53.4

DESCRIPTION OF MAJOR SERVICES

The Museum provides cultural and educational programs and activities for the public at its main facility in Redlands and the following seven regional sites: Agua Mansa Cemetery in Colton, Casa de Rancho Cucamonga (Rains House), Daggett Stone Hotel, Asistencia Mission in Redlands, Mousley Museum of Natural History in Yucaipa, Yorba-Slaughter Adobe in Chino, and Yucaipa Adobe. These programs and activities involve the preservation of cultural and natural heritage collections, display of permanent and special exhibitions, and care and preservation of historical sites depicting the history and culture of San Bernardino County. Museum programs promote learning and awareness through community outreach, partnerships with educational institutions, and research that enhances both the collections and educational services. Permanent and loaned collections are preserved for the benefit of the public and the scientific community. The County Museum has been accredited from the American Association of Museums since February 23, 1973. In 2002, the Museum received its decennial accreditation that will continue through 2012.

The Museum is comprised of the following divisions: Education, Exhibitions, Anthropology, History/Archives, Biological Science, and Geological Sciences. All divisions provide educational services for families, the general public, school groups, educators, and scholars at the main Museum facility and historic sites. In addition, the Biological Science and the Geological Sciences divisions conduct scientific field research and studies for public and private agencies. This research consists of both short and long-term field studies resulting in significant revenue for the department. A portion of this revenue is used to support other Museum programs and activities. Furthermore, this field research results in valuable collections being accessioned into the museum collections that are curated and exhibited for public education at the main facility and historic sites.



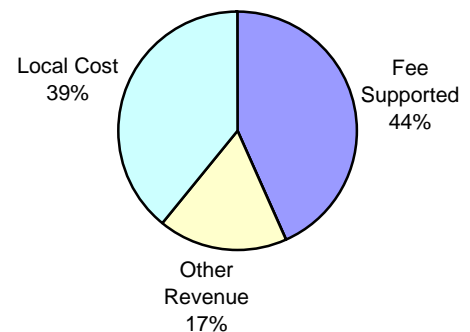
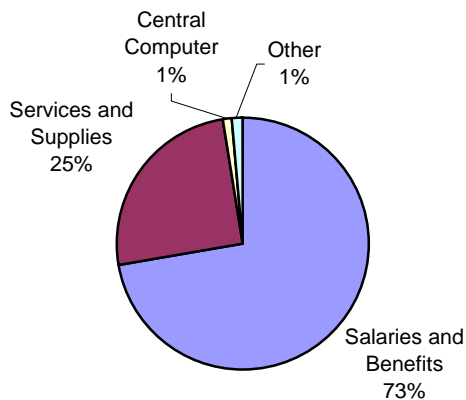
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	4,069,878	3,844,442	3,575,927	3,789,730
Total Financing Sources	2,676,985	2,231,590	1,978,085	2,305,417
Local Cost	1,392,893	1,612,852	1,597,842	1,484,313
Budgeted Staffing		52.5		51.2

Workload Indicators

Total Attendance	65,185	70,000	67,000	72,000
Collected Lots, Objects and Specimens	1,500,000	1,510,000	1,510,000	1,550,000
Research Revenue	2,088,020	1,648,500	1,520,131	1,342,300

The proposed reduction in research revenue for FY 2004-05 is largely based on a decrease in the number of research projects scheduled for the upcoming year. This decrease is due to several projects being completed during FY 2003-04, primarily the United States Bureau of Reclamation lower Colorado River studies. However, these reductions are being partially offset by research projects for Nevada Power and the United State Forest Service.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE

GROUP: Econ Dev/Public Svc
DEPARTMENT: County Museum
FUND: General

BUDGET UNIT: AAA CCM
FUNCTION: Cultural Services
ACTIVITY: Museums

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	2,638,783	2,707,230	172,692	-	(144,181)	2,735,741	(3,840)	2,731,901
Services and Supplies	890,775	1,086,783	27,110	(185,301)	-	928,592	32,866	961,458
Central Computer	29,423	29,423	11,141	-	-	40,564	-	40,564
Improve to Struct	-	-	-	-	-	-	23,000	23,000
Equipment	9,800	9,800	-	-	-	9,800	13,000	22,800
Transfers	32,146	36,206	-	-	-	36,206	(26,199)	10,007
Total Exp Authority	3,600,927	3,869,442	210,943	(185,301)	(144,181)	3,750,903	38,827	3,789,730
Reimbursements	(25,000)	(25,000)	-	-	-	(25,000)	25,000	-
Total Appropriation	3,575,927	3,844,442	210,943	(185,301)	(144,181)	3,725,903	63,827	3,789,730
Departmental Revenue								
Use of Money & Prop	41,630	56,550	-	-	-	56,550	(9,050)	47,500
State, Fed or Gov't Aid	21,758	4,000	-	-	-	4,000	(1,800)	2,200
Current Services	1,520,131	2,010,201	-	10,000	-	2,020,201	(377,098)	1,643,103
Other Revenue	383,154	145,839	-	-	-	145,839	455,775	601,614
Total Revenue	1,966,673	2,216,590	-	10,000	-	2,226,590	67,827	2,294,417
Operating Transfers In	11,412	15,000	-	-	-	15,000	(4,000)	11,000
Total Financing Sources	1,978,085	2,231,590	-	10,000	-	2,241,590	63,827	2,305,417
Local Cost	1,597,842	1,612,852	210,943	(195,301)	(144,181)	1,484,313	-	1,484,313
Budgeted Staffing		52.5	-	-	(2.0)	50.5	0.7	51.2

DEPARTMENT: County Museum
FUND: General
BUDGET UNIT: AAA CCM

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	52.5	3,844,442	2,231,590	1,612,852
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	172,692	-	172,692
Internal Service Fund Adjustments	-	38,251	-	38,251
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	210,943	-	210,943
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(185,301)	10,000	(195,301)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(185,301)	10,000	(195,301)
Impacts Due to State Budget Cuts	(2.0)	(144,181)	-	(144,181)
TOTAL BASE BUDGET	50.5	3,725,903	2,241,590	1,484,313
Department Recommended Funded Adjustments	0.7	63,827	63,827	-
TOTAL 2004-05 PROPOSED BUDGET	51.2	3,789,730	2,305,417	1,484,313



SCHEDULE B

DEPARTMENT: County Museum
 FUND: General
 BUDGET UNIT: AAA CCM

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Reduction in Salaries and Benefits	(2.0)	(144,181)	-	(144,181)
Defund 1.0 vacant deputy director and 1.0 vacant museum senior technician.				
Total	(2.0)	(144,181)	-	(144,181)



SCHEDULE C

DEPARTMENT: County Museum
 FUND: General
 BUDGET UNIT: AAA CCM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries and Benefits	0.7	(3,840)	-	(3,840)
* Due to reduced revenues resulting from fewer research projects, the department is proposing to defund 1.0 vacant Professional Biologist and 1.0 Museum Educator for a total savings of \$100,199. * The department is adding 2.5 Public Service Employees (\$63,296) and 0.7 Contract Project Coordinator (\$28,290) to assist with the development of the Inland Empire Archival Heritage Center and Web Module. This project is funded by a grant from the Institute of Museum and Library Services (IMLS). * 0.5 decrease in budgeted staff due to reductions in the number of hours worked for various positions. This results in a \$23,657 savings. * Step increases result in an additional \$28,430 budgeted for FY 2004-05.				
2. Services and Supplies	-	32,866	-	32,866
* Increase for development of the Inland Empire Archival Heritage Center & Web Module (\$220,000). * Decreases to the following: * Professional Services (\$55,000) * Vehicle charges (\$29,073) * office expense (\$26,576) * temporary help services (\$18,706) * travel expenses (\$14,160) * communications expenses (\$14,127) * custodial services (\$10,800) * various other charges (\$18,692)				
3. Improvements to Structures	-	23,000	-	23,000
Purchase of Compact Storage for History Division to be funded by the IMLS grant.				
4. Equipment	-	13,000	-	13,000
Purchase of ARGUS web module and server.				
5. Transfers	-	(26,199)	-	(26,199)
Elimination of offsite leased office space. Administrative staff was relocated to the main museum so this rental expense could be terminated.				
6. Reimbursements	-	25,000	-	25,000
Biology research work for the Special Districts Department will be completed in FY 2003-04.				
7. Revenue From Use of Money and Property	-	-	(9,050)	9,050
Decrease in historic site weddings projected based on current trends.				
8. State, Federal, or Other Governmental Aid	-	-	(1,800)	1,800
Reduction in State Contract with the Archaeological Institute Center (AIC).				
9. Current Services Revenue	-	-	(377,098)	377,098
Decrease is the result of reduced research revenue due to the completion of several projects, as well as a decline in school group attendance at the Museum. These decreases are partially offset by the addition of the Western Center Project.				
10. Other Revenue	-	-	455,775	(455,775)
* Revenue from IMLS grant (\$512,013). * Revenue from the Museum's Special Revenue Fund (\$20,901) to assist with financing operations. * Contribution from the Museum Association to offset a portion of marketing costs (\$9,200). * Decreased contributions and donations (\$86,339) from the Irvine Foundation grant and the Fedco grant.				
11. Operating Transfers In	-	-	(4,000)	4,000
Decrease in Museum store contribution based on net income projections for FY 2004/05.				
Total	0.7	63,827	63,827	-



SCHEDULE D

DEPARTMENT: County Museum
FUND: General
BUDGET UNIT: AAA CCM

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Mousley Museum of Natural History The Mousley Museum was closed during FY 2002-03 due to loss in local cost for the Museum. The Museum is seeking funding to re-open the Mousley Museum and partner with the local community to develop a more community based facility and enhance customer service. The funds being requested would be used to finance the addition of 0.7 Museum Educator and related services and supplies to support minimal operations at this site.	0.7	39,962	-	39,962
2	Museum Clerk Additional funding for a Museum Clerk to increase the amount of hours for operating the front desk. Approval of this item will have a positive impact on customer service.	0.5	16,064	-	16,064
3	Marketing Restoration of that portion of the Department's marketing budget reduced by Board action on September 23, 2003. Approval of this item would provide additional funds for newspaper advertising, theatre slides, direct mail, printing services (brochures, flyers, museum guides, etc.) and promotion with public television and other media partners.	-	50,000	-	50,000
4	Building Maintenance Restoration of that portion of the Department's maintenance budget reduced by Board action on September 23, 2003. As a result of that action, building maintenance at all Museum sites have been severely restricted. Approval of this item would provide funding for much needed repairs and improvements to Museum facilities.	-	30,000	-	30,000
5	Educational Center Development The development of an Educational Center would provide a hands on environment for all visitors to the Museum. This environment would enhance services for school districts, local communities, and residents within the County and the region.	-	31,500	-	31,500
Total		1.2	167,526	-	167,526

SCHEDULE E

DEPARTMENT: County Museum
FUND: General
BUDGET UNIT: AAA CCM

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Increased hourly rate for professional services County Code Section 16.0218(a)(1) allows the County Museum to charge a \$68 hourly rate for services performed by its professional, curatorial, and supervisory personnel. Based on the results of a rate study completed by the Auditor/Controller's Office, as well as a 6% increase in the Museum's FY 2004-05 costs due to MOU and retirement rate adjustments, the Department is recommending that this \$68/hour charge be increased to \$72/hour. The financial impact of this increase for the upcoming year would be minimal (approximately \$10,000) because most of the research work anticipated for FY 2004-05 would be charged at the current rate in accordance with existing Board-approved contracts. The primary financial benefit of this increase would occur in the following fiscal year; however, it is difficult to project the future financial impact from this action since it depends on a number of factors, principally the number of research projects for that year. The Department would use the additional \$10,000 of revenue generated in FY 2004-05 to fund a 0.5 Exhibit Technician to assist with current collection-based exhibits. Based on the aforementioned Auditor/Controller study, the Museum does not believe that increases to its current \$32/hour technician rate and \$54/hour senior technician rate are warranted at this time. The Department will request that the Auditor/Controller review these rates again in the future to determine if subsequent increases are justified.	0.5	10,000	10,000	-
Total	0.5	10,000	10,000	-





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: County Museum
FUND NAME : General
BUDGET UNIT: AAA CCM
PROGRAM: County Museum

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 3,789,730

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	170,000
Fee Revenue for fees not listed	1,473,103
Non Fee Revenue	662,314
Local Cost	1,484,313
Budgeted Sources	\$ 3,789,730

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 3,799,730

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	180,000
Fee Revenue for fees not listed	1,473,103
Non Fee Revenue	662,314
Local Cost	1,484,313
Revised Sources	\$ 3,799,730

DIFFERENCES (See Following Page for Details)	
	\$ 10,000
	10,000
	-
	-
	-
	\$ 10,000

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	10,000
Other	-
Total	\$ 10,000

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
The Museum charges \$68 per hour for services performed by its professional, curatorial, and supervisory personnel. The Department is recommending that this \$68/hour charge be increased to \$72/hour. The financial impact of this increase for the upcoming year would be minimal (approximately \$10,000) because most of the research work anticipated for FY 2004/05 would be charged at the current rate in accordance with existing Board-approved contracts. The real financial benefit of this increase would occur in the following fiscal year. The Department would use the additional \$10,000 of revenue generated in FY 2004/05 to fund a 0.5 Exhibit Technician to assist with current collection-based exhibits.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: County Museum
FUND NAME : General
PROGRAM: County Museum

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0218 (a)(1)	Services for professional, curatorial and supervisory personnel	\$68 per hour	2,500	\$ 170,000	\$72 per hour	2,500	\$ 180,000	\$4 per hour	-	\$ 10,000	\$ 10,000	The Museum charges \$68 per hour for services performed by its professional, curatorial, and supervisory personnel. The Department is recommending that this \$68/hour charge be increased to \$72/hour. The financial impact of this increase for the upcoming year would be minimal (approximately \$10,000) because most of the research work anticipated for FY 2004/05 would be charged at the current rate in accordance with existing Board-approved contracts. The real financial benefit of this increase would occur in the following fiscal year. The Department would use the additional \$10,000 of revenue generated in FY 2004/05 to fund a 0.5 Exhibit Technician to assist with current collection-based exhibits.

Museum Store

DESCRIPTION OF MAJOR SERVICES

The Museum Store operates as an enterprise fund under the management of the San Bernardino County Museum. The Store is considered a critical part of the visitor experience and provides many museum related items for sale including books and publications, educational toys, thematic novelty items for exhibitions, jewelry, minerals, and souvenirs. The store supports Museum operations and makes an annual financial contribution to the Museum.

During FY 2003-04, the Board of Supervisors approved the concept of a food service program at the Museum to enhance customer service and satisfaction. As a result, the Garden Café was opened to offer sandwiches, salads, snack products, fresh fruit, pastries, and bottled beverages for Museum visitors.

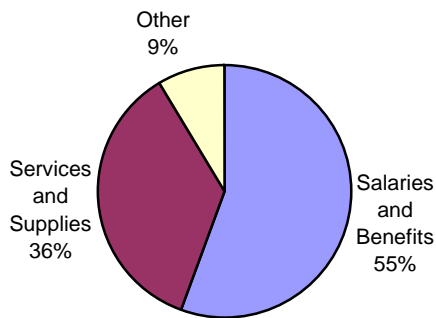
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	179,220	147,448	157,318	165,541
Departmental Revenue	174,800	148,400	160,000	169,650
Revenue Over/(Under) Expense	(4,420)	952	2,682	4,109
Budgeted Staffing		2.1		2.2
Fixed Assets	-	-	16,543	-

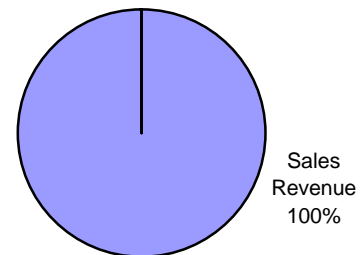
Workload Indicators

Purchases for Resale	72,330	46,380	56,000	55,000
Taxable Sales	174,800	148,400	160,000	169,650

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget is expected to increase unrestricted net assets by \$ 4,109.



GROUP: Econ Dev/Public Svc
 DEPARTMENT: County Museum
 FUND: Museum Store

BUDGET UNIT: EMM CCR
 FUNCTION: Cultural Services
 ACTIVITY: Museums

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
<u>Appropriation</u>								
Salaries and Benefits	85,670	85,670	5,119	-	-	90,789	1,131	91,920
Services and Supplies	60,250	46,380	-	-	-	46,380	12,843	59,223
Transfers	398	398	-	-	-	398	-	398
Total Appropriation	146,318	132,448	5,119	-	-	137,567	13,974	151,541
Oper Trans Out	11,000	15,000	-	-	-	15,000	(1,000)	14,000
Total Operating Expense	157,318	147,448	5,119	-	-	152,567	12,974	165,541
<u>Departmental Revenue</u>								
Sales Revenue	160,000	148,400	5,119	-	-	153,519	16,131	169,650
Total Revenue	160,000	148,400	5,119	-	-	153,519	16,131	169,650
Revenue Over/(Under) Exl	2,682	952	-	-	-	952	3,157	4,109
Budgeted Staffing		2.1	-	-	-	2.1	0.1	2.2
<u>Fixed Asset</u>								
Equipment	16,543	-	-	-	-	-	-	-
Total Fixed Assets	16,543	-	-	-	-	-	-	-



DEPARTMENT: County Museum
 FUND: Museum Store
 BUDGET UNIT: EMM CCR

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
2003-04 FINAL BUDGET	2.1	147,448	148,400	952
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	5,119	5,119	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	5,119	5,119	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	2.1	152,567	153,519	952
Department Recommended Funded Adjustments	0.1	12,974	16,131	3,157
TOTAL 2004-05 PROPOSED BUDGET	2.2	165,541	169,650	4,109
2003-04 FINAL FIXED ASSETS		-		
Board Approved Adjustments During 2003-04				
Mid-Year Board Items		-		
Impacts to Fixed Assets Due to State Budget Cuts		-		
Department Recommended Changes in Fixed Assets		-		
TOTAL 2004-05 PROPOSED FIXED ASSETS BUDGET		-		

SCHEDULE C

DEPARTMENT: County Museum
 FUND: Museum Store
 BUDGET UNIT: EMM CCR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Salaries and Benefits Increase of 0.1 Public Service Employee to assist with operation of the Museum Café.	0.1	1,131	-	(1,131)
2. Services and Supplies Increase in purchases for resale and food items for the café.	-	12,843	-	(12,843)
3. Operating Transfers Out \$4,000 decrease in contribution to the County Museum (General Fund), partially offset by a \$3,000 increase to the Museum's Special Revenue Fund.	-	(1,000)	-	1,000
4. Sales Revenue Increase in sales revenue based on anticipated attendance at the Museum for FY 2004/05.	-	-	16,131	16,131
Total	0.1	12,974	16,131	3,157



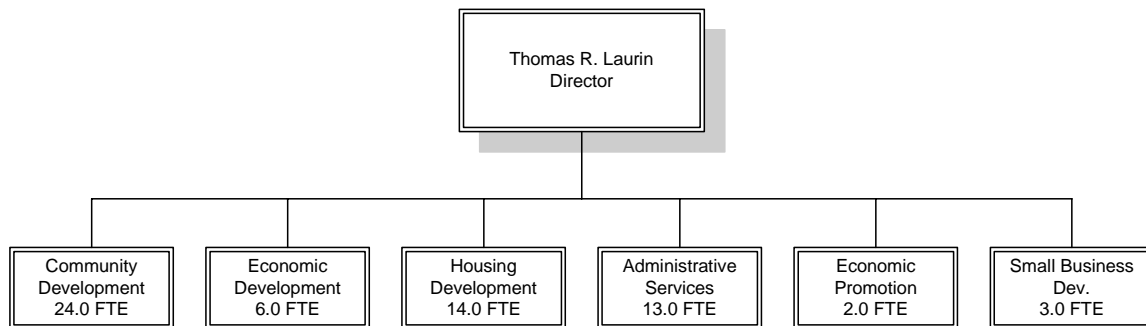
ECONOMIC AND COMMUNITY DEVELOPMENT

Thomas R. Laurin

MISSION STATEMENT

The Economic and Community Development Department works to improve the quality of life for residents of the County through the identification, obtainment and administration of local, state, federal and private funding resources available for community development, housing programs, and economic development.

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2004-05					
	Operating Exp/ Appropriation	Revenue	Local Cost	Fund Balance	Staffing
ECD Consolidated Spec. Revenue	55,793,954	40,455,119		15,338,835	58.0
Economic Promotion	719,289	-	719,289		2.0
Small Business Development	156,214	-	156,214		3.0
TOTAL	56,669,457	40,455,119	875,503	15,338,835	63.0

ECD Consolidated Special Revenue Funds

DESCRIPTION OF MAJOR SERVICES

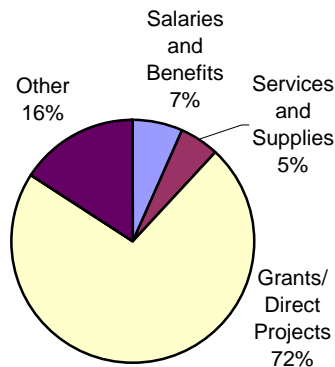
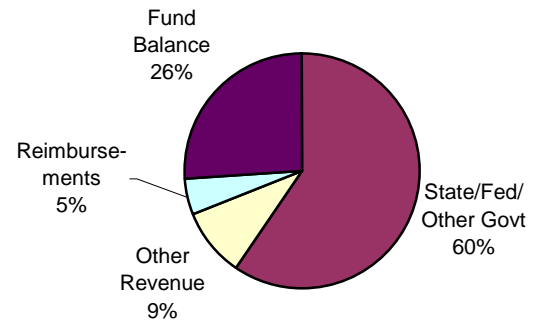
The Economic and Community Development is responsible for administering federal, state, and local grant funds allocated to the County of San Bernardino for housing, economic, and community development programs. Federal funds comprise a large percentage of the total monies included in the department's budget through the Community Development Block Grant (CDBG), the Emergency Shelter Grant (ESG), the Home Investment Partnership Grant (HOME), the Neighborhood Initiative Grant (NI) and the Economic Development Initiative Program (EDI) Grant. In addition, the department has received and will administer a United States Department of Agriculture Forest Service grant for Southern California Drought Assistance.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Requirements	23,714,740	62,479,653	22,343,117	55,793,954
Departmental Revenue	25,026,053	45,674,109	20,876,408	40,455,119
Fund Balance		16,805,544		15,338,835
Budgeted Staffing		61.0		58.0



In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. Most of ECD's revenue is from federally funded grants that are for longer than one year, thus revenue is under realized for each individual fiscal year, but totally realized over the period of the grants. The unexpended and unrealized amounts in 2003-04 have been carried over to the subsequent year's budget.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY**2004-05 BREAKDOWN BY FINANCING SOURCE**

GROUP: Econ Dev/Public Svc
DEPARTMENT: Economic and Community Dev
FUND: Economic and Community Dev

BUDGET UNIT: ECD Consolidated
FUNCTION: Public Assistance
ACTIVITY: Other Assistance

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	3,629,475	3,898,062	236,359	-	-	4,134,421	(162,339)	3,972,082
Services and Supplies	1,709,909	2,404,534	22,427	-	-	2,426,961	549,756	2,976,717
Grants/Direct Projects	14,228,589	51,887,647	-	-	-	51,887,647	(9,341,508)	42,546,139
Central Computer	34,249	34,249	6,846	-	-	41,095	-	41,095
Transfers	3,760,508	5,940,991	-	-	-	5,940,991	1,326,276	7,267,267
Total Exp Authority	23,362,730	64,165,483	265,632	-	-	64,431,115	(7,627,815)	56,803,300
Reimbursements	(2,423,900)	(1,898,138)	-	-	-	(1,898,138)	(1,111,208)	(3,009,346)
Total Appropriation	20,938,830	62,267,345	265,632	-	-	62,532,977	(8,739,023)	53,793,954
Oper Trans Out	1,404,287	212,308	-	-	-	212,308	1,787,692	2,000,000
Total Requirements	22,343,117	62,479,653	265,632	-	-	62,745,285	(6,951,331)	55,793,954
Departmental Revenue								
Taxes	39,275	-	-	-	-	-	40,000	40,000
Fines and Forfeitures	9,887	1,500	-	-	-	1,500	8,500	10,000
Use of Money & Prop	677,638	835,453	-	-	-	835,453	(46,053)	789,400
State, Fed or Gov't Aid	15,707,318	35,439,011	-	-	-	35,439,011	(455,337)	34,983,674
Other Revenue	4,442,290	9,398,145	-	-	-	9,398,145	(4,766,100)	4,632,045
Total Revenue	20,876,408	45,674,109	-	-	-	45,674,109	(5,218,990)	40,455,119
Fund Balance		16,805,544	265,632	-	-	17,071,176	(1,732,341)	15,338,835
Budgeted Staffing		61.0	-	-	-	61.0	(3.0)	58.0



DEPARTMENT: Economic and Community Dev
 FUND: Economic and Community Dev
 BUDGET UNIT: ECD Consolidated

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	61.0	62,479,653	45,674,109	16,805,544
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	236,359	-	236,359
Internal Service Fund Adjustments	-	29,273	-	29,273
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	265,632	-	265,632
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	61.0	62,745,285	45,674,109	17,071,176
Department Recommended Funded Adjustments	(3.0)	(6,951,331)	(5,218,990)	(1,732,341)
TOTAL 2004-05 PROPOSED BUDGET	58.0	55,793,954	40,455,119	15,338,835



SCHEDULE C

DEPARTMENT: Economic and Community Dev
 FUND: Economic and Community Dev
 BUDGET UNIT: ECD Consolidated

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Salaries and Benefits There were 2 employees transferred into this consolidated fund, 1 FTE from AAA SBD to do work formerly done by contract worker, and 1 FTE from PSG Admin to CDBG Programs, \$163,552. The department defunded 2 Program Manager positions (\$177,246). A reclassification of an ECD Analyst II to a Fiscal Clerk II will save (\$37,252). The elimination of a Clerk II position and 2 contract employee positions will save (\$158,595). This reduction and restructuring was required to meet this year's budget limitations. An increase of \$47,202 is due to due to opt out and miscellaneous benefit changes.	(3.0)	(162,339)	-	(162,339)
2. Service and Supplies There is an increase in services for CDBG projects by \$218,460 (SBA). An increase of \$184,618 is due to increased fund balance in IVDA Fund (SDK). Also, an increase of \$148,300 is expected in services for administration (SAU). There will be a decrease in miscellaneous services of (\$1,622).		549,756	-	549,756
3. Grants There is a (\$6,370,758) reduction in NIP projects due to lack of HUD homes to purchase and rehab (SAR). A reduction of (\$3,548,688) in CDBG projects is budgeted due to grant and fund balance reduction (SBA). A reduction of HOME Grant funds by (\$1,069,694) due to this years grant reduction and the expenditure of previous years rolled-over grant funds (SAS). A reduction of (\$1,105,961) due to lower amount of Section 108 loans being completed (SBE). There will be an increase of \$2,840,836 due to new Forest Service Grants (SBQ). A decrease of (\$87,243) is budgeted in miscellaneous Grant projects.	-	(9,341,508)	-	(9,341,508)
4. Transfers This includes an increase of \$1,266,541 in transfers for CDBG projects (SBA) due to more projects with county departments. There is a (\$500,000) reduction due to accounting change for capital improvements and a reduction of (\$200,000) due to a reduction of projects assigned to County Departments in Economic Development Initiative EDI (SCS). An increase of \$359,502 in Demolition projects (SBC). An increase of \$105,000 is budgeted in services for NIP (SAR). An additional \$30,000 is budgeted for HOME projects (SAS) and a \$52,636 increase for Blight projects (SAT). The department plans an increase of \$100,000 due to new Forest service grant (SBQ). An increase of \$70,000 is budgeted for Micro Loan labor charges (SBW). There will be an increase of \$42,597 in miscellaneous funds.	-	1,326,276	-	1,326,276
5. Reimbursements An increase in reimbursements due to increase budgeted labor and service charges to other departmental funds. Fund SAU is a pass-through administration fund and needs to have a zero balance every year. This requires the other funds in the department to absorb their allocation of expenses. SAU increase is \$1,111,208. This increase coincides with increased revenue in other departmental funds.	-	(1,111,208)	-	(1,111,208)
6. Operating Transfers out There is a \$1,500,000 increase budgeted in CDBG projects with A&E (SBA), and an increase of \$500,000 in EDI project payments (SCS). A decrease of (\$212,308) is budgeted in Demo (SBC). These first two increases are due to an accounting change. Charging object code 5030 instead of 5012 for capital improvements. The SBC Fund decrease is to charging object code 5012 instead of 5030.	-	1,787,692	-	1,787,692
7. Taxes An increase of \$30,000 is due to Special Assessments Prior Year history in Demolition program (SBC). An increase of \$10,000 in Delinquent Tax Collection in the Demolition program is budgeted this year. (SBC).	-	-	40,000	(40,000)
8. Fines and Forfeitures An increase in penalty collections is expected on Business Expansion Loans of \$8,500 (SBR).	-	-	8,500	(8,500)
9. Rev from Use of All interest earned from CDBG funds must be returned to the federal government. This reduction reflects the amount budgeted last year in error (\$20,500). The reduction of (\$30,000) for Business expansion loans due to last year's actual income (SBR). An increase of \$4,447 miscellaneous funds is budgeted this year.	-	-	(46,053)	46,053
10. State Aid A reduction of (\$1,000) is due to lack of SB90 funding from the state (SAU).	-	-	(1,000)	1,000
11. Federal Aid A decrease in funding for the Section 108 loan program of (\$1,084,540) is due to less loans being done (SBE). A decrease of (\$685,204) is due to the reduction in grant funds for the HOME program (SAS). A decrease of (\$1,040,998) is due to the reduction of CDBG grant funds (SAU). A decrease of (\$200,000) is due to the reduction of CDBG Rehabilitation funds (SAV). A decrease of (\$387,614) is due to the reduction of CDBG grant funds (SBA). An increase of \$2,890,836 is budgeted in SBQ due to the new Forest Service Grant (SBQ). An increase of \$52,686 for Blight abatement is due to the increased grant allocation (SAT). An increase of \$497 is budgeted in miscellaneous programs.	-	-	(454,337)	454,337
12. Other Revenue A decrease of (\$6,000,000) is due to the NI programs low inventory of homes for resale (SAR). An increase of \$850,000 is due to loan payoffs of HOME program assets (SAS). An increase of \$208,000 is due to increase of Housing Rehabilitation loan payoffs (SAV). An increase of \$180,000 is due to Business expansion loan payoffs (SBR). A decrease of (\$4,100) is budgeted in other miscellaneous funds.	-	-	(4,766,100)	4,766,100
Total	(3.0)	(6,951,331)	(5,218,990)	(1,732,341)



Economic Promotion

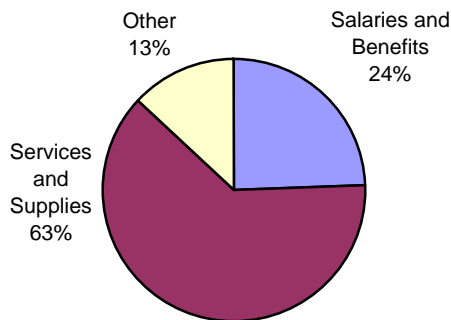
DESCRIPTION OF MAJOR SERVICES

The Department of Economic and Community Development administers an economic promotion program, which includes distribution of Transient Occupancy Tax funds for marketing and promotional activities within the county, administers the Agua Mansa Enterprise Zone, manages sponsorship of regional economic councils and helps support the Quad State Joint Powers Authority. In addition, many Priority Policy Needs identified by the Board of Supervisors, which relate to community and economic development are implemented by the department.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	930,119	780,751	743,389	719,289
Departmental Revenue	67,872	-	-	-
Local Cost	862,247	780,751	743,389	719,289
Budgeted Staffing		2.0		2.0

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Economic and Community Dev
 FUND: General

BUDGET UNIT: AAA ECD
 FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	165,153	165,353	10,125	-	-	175,478	(6)	175,472
Services and Supplies	708,641	522,441	246	-	(71,833)	450,854	(29)	450,825
Transfers	92,957	92,957	-	-	-	92,957	35	92,992
Total Exp Authority	966,751	780,751	10,371	-	(71,833)	719,289	-	719,289
Reimbursements	(223,362)	-	-	-	-	-	-	-
Total Appropriation	743,389	780,751	10,371	-	(71,833)	719,289	-	719,289
Local Cost	743,389	780,751	10,371	-	(71,833)	719,289	-	719,289
Budgeted Staffing		2.0	-	-	-	2.0	-	2.0

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA ECD

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	2.0	780,751	-	780,751
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	10,125	-	10,125
Internal Service Fund Adjustments	-	246	-	246
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	10,371	-	10,371
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	(71,833)	-	(71,833)
TOTAL BASE BUDGET	2.0	719,289	-	719,289
Department Recommended Funded Adjustments	-	-	-	-
TOTAL 2004-05 PROPOSED BUDGET	2.0	719,289	-	719,289



SCHEDULE B

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA ECD

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Service and Supplies	-	(71,833)	-	(71,833)
<p>The Local Cost target reduction required by the Board forces cost reductions in the following programs. A reduction of \$38,000 in the Transient Occupancy Tax distribution. A reduction of \$13,500 in Quad State payments. A decrease from last year's payments to Bear Fest of \$500. The Diamond Venture program will be reduced by \$500. The High Desert Leadership conference sponsorship will be reduced by \$1,000 from last year's allocation. The Mojave Desert Mountain program will be reduced by \$400. IEEP will be reduced by \$18,000 from last year's allocation. Miscellaneous expenses will be increased by \$67.</p> <p>See policy item request #1 for restoration.</p>				
Total	-	(71,833)	-	(71,833)

SCHEDULE C

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA ECD

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries	-	(6)	-	(6)
Decrease due to miscellaneous changes in benefits.				
2. Services and Supplies	-	(29)	-	(29)
Decrease of \$29 is in miscellaneous services.				
3. Transfers	-	35	-	35
Increase in EHAP charges are required per the budget instructions.				
Total	-	-	-	-



SCHEDULE D

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA ECD

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Restoration of 9% cut of Economic Promotions Budget. <p>This policy item requests restoration of the 9% reduction in the economic promotions budgeted activities that are contracted out to organizations involved in economic development activities in the unincorporated areas of the County. These activities performed by the following organizations directly result in increased economic activity in the County thereby increasing capital investment and employment opportunities for our residents. The increases would be directly passed through to the participating organizations through the Board of Supervisor's approved agreements. Organizations/Programs receiving allocations: Transit Occupancy Tax Distribution, IEEP, Quad State, Hi Desert Opportunity, High Desert Leadership Summit, Bear Film Festival, Morongo Basin - ECOPAC.</p>	-	71,833	-	71,833
2	Increase funding to the Transient Occupancy Tax Program. <p>The County's Transit Occupancy Tax (TOT) Distribution Program provides funds to Chambers of Commerce and other organizations approved by the Board of Supervisors that promote tourism and related business services in the unincorporated area of the County. The funds are generated by the 7% TOT received from affected hotel/transit rental units receipts in County unincorporated areas and totals between \$1 million and \$1.5 million annually depending on the level of overnight stays in any given year. During the latest tax year a total of \$1,153,835 was collected. During budget development for FY2003/04 \$260,000 was approved by the Board of Supervisors and included in ECD's Economic Promotions budget for distribution to 18 organizations serving the unincorporated areas of the County. Funding amounts were established for each organization based on a formula that reflects the pro-rata share of the TOT generated within the service area of the organization. ECD is requesting that the TOT Distribution Program allocation be increased to \$300,000 from \$260,000 with the increase to be passed directly to the participating organizations using the pro-rata share ratio. The recent devastating fires in our recreational areas has hurt the tourist trade and has adversely affected small business dependent on visitors in our unincorporated areas. The additional funds would be used to further market our area and get the word out that we are still open for business.</p>	-	40,000	-	40,000
Total		-	111,833	-	111,833



Small Business Development

DESCRIPTION OF MAJOR SERVICES

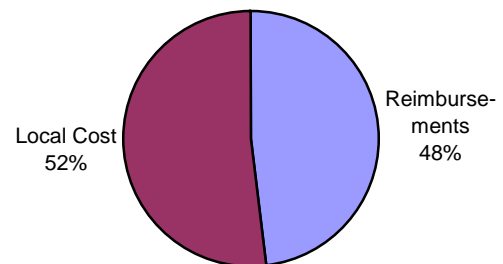
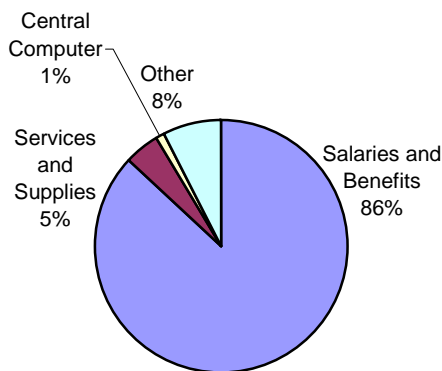
The Office of Small Business Development (OSBD) assists in the validation of U.S. Department of Transportation Disadvantaged Business Enterprises (DBE) requirements for the County, which permits the County's Department of Airports and Department of Public Works to receive federal funding. In addition, OSBD promotes training and education programs through countywide seminars and workshops it sponsors. These workshops focus on contracting and purchasing opportunities available to small business owners in the county. It also maintains a directory of local small business vendors available to the 42 county departments and prime contractors, assuring consideration and access to ongoing bid requests and contracts throughout the county.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	179,112	200,107	239,325	156,214
Departmental Revenue	-	40,000	87,891	-
Local Cost	179,112	160,107	151,434	156,214
Budgeted Staffing		4.0		3.0

Estimated appropriations are over budget by \$39,218 due to the reduction of reimbursements from Community Development Block Grant funds received in prior year. One-time revenue of \$87,891 was received from Agua Mansa Industrial Growth Association to reimburse Small Business Development for expense incurred. This one-time revenue offsets the loss of grant funding budgeted but not received.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Economic and Community Dev
 FUND: General

BUDGET UNIT: AAA SBD
 FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H 2004-05 Proposed Budget
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		
Appropriation								
Salaries and Benefits	323,291	322,323	20,179	-	-	342,502	(81,759)	260,743
Services and Supplies	24,181	49,404	491	(9,460)	(15,334)	25,101	(11,172)	13,929
Central Computer	2,437	2,437	231	-	-	2,668	-	2,668
Transfers	22,416	22,803	-	-	-	22,803	71	22,874
Total Exp Authority	372,325	396,967	20,901	(9,460)	(15,334)	393,074	(92,860)	300,214
Reimbursements	(133,000)	(196,860)	-	-	-	(196,860)	52,860	(144,000)
Total Appropriation	239,325	200,107	20,901	(9,460)	(15,334)	196,214	(40,000)	156,214
Departmental Revenue								
State, Fed or Gov't Aid	-	40,000	-	-	-	40,000	(40,000)	-
Other Revenue	87,891	-	-	-	-	-	-	-
Total Revenue	87,891	40,000	-	-	-	40,000	(40,000)	-
Local Cost	151,434	160,107	20,901	(9,460)	(15,334)	156,214	-	156,214
Budgeted Staffing		4.0	-	-	-	4.0	(1.0)	3.0

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA SBD

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	4.0	200,107	40,000	160,107
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	20,179	-	20,179
Internal Service Fund Adjustments	-	722	-	722
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	20,901	-	20,901
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(9,460)	-	(9,460)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(9,460)	-	(9,460)
Impacts Due to State Budget Cuts	-	(15,334)	-	(15,334)
TOTAL BASE BUDGET	4.0	196,214	40,000	156,214
Department Recommended Funded Adjustments	(1.0)	(40,000)	(40,000)	-
TOTAL 2004-05 PROPOSED BUDGET	3.0	156,214	-	156,214



SCHEDULE B

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA SBD

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Services and Supplies	-	(15,334)	-	(15,334)
This reduction is due to the state budget and was set as a target reduction by the Board of Supervisors. This reduction will reduce the amount of small business development assistance, counseling, information dissemination, and business promotion to the residents of San Bernardino County.				
Total	-	(15,334)	-	(15,334)

SCHEDULE C

DEPARTMENT: Economic and Community Dev
 FUND: General
 BUDGET UNIT: AAA SBD

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries	(1.0)	(81,759)	-	(81,759)
Reduction is caused due to budget limitations in this fund and resulted in a transfer of a Staff Analyst II to the CDBG Budget to fill a vacancy.				
2. Reduction in Services and Supplies	-	(11,172)	-	(11,172)
Miscellaneous services and supplies have been reduced due to the loss of the state grant of \$40,000 and an accounting reclassification of reimbursements. This reduction will further reduce services such as counseling and education to the small businesses of the County.				
3. Transfer Out	-	71	-	71
This is an increase in EHAP charges per budget instructions.				
4. Reimbursements	-	52,860	-	52,860
There is a reduction of \$25,000 due to an accounting change of an annual pass-through. The auditor controller requires that a previously budgeted transfer be an abatement of an expense. Also, there is a reduction of CDBG funded expenses of \$27,860 due to program changes.				
5. Revenue	-	-	(40,000)	40,000
The elimination of State Grant of \$40,000 due to the completion of the grant.				
Total	(1.0)	(40,000)	(40,000)	-



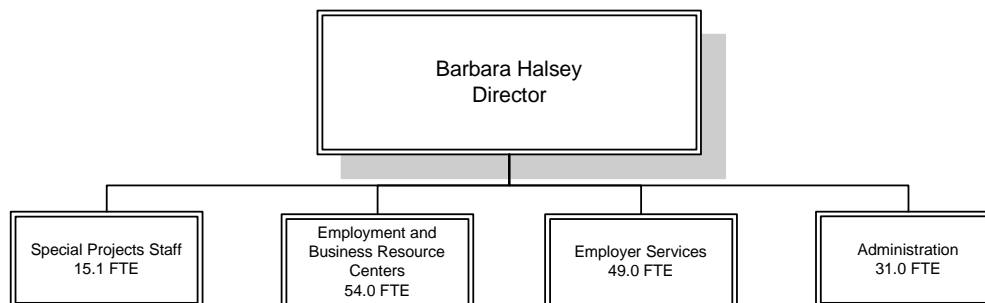
JOBS AND EMPLOYMENT SERVICES

Barbara Halsey

MISSION STATEMENT

Jobs and Employment Services Department (JESD) provides comprehensive, employment, training, and support services in accordance with the Department of Labor (DOL) Workforce Investment Act (WIA), that respond to the needs of job seekers, employers, and communities within the County of San Bernardino.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

The Department of Jobs and Employment Services (JESD) is responsible for administering and operating programs under the Department of Labor's Workforce Investment Act. Funding for programs operated is allocated at the Federal level, and comes to the County from the State Employment Development Department/Workforce Investment Division. Under this funding stream, services are provided to job seeking customers and business customers through a One-Stop delivery system. These offices are called Employment Resource Centers and/or Business Resource Centers in San Bernardino County. JESD operates 4 offices in the county, located in Rancho Cucamonga, Hesperia, San Bernardino, and Redlands. The primary mission of the Department is to assist job seekers in securing employment opportunities that will provide them with an improved standard of living and to provide businesses with the human resources necessary to meet their workforce needs. The department uses a variety of service delivery methods to meet its customer's needs, including direct placement into employment, intensive coaching and mentoring of applicants, vocational training in demand occupations as well as on-the-job or customized training as appropriate.

In addition to administering and operating programs under the Workforce Investment Act, the Department has held a contract with the Human Service System (HSS), assisting the Temporary Assistance Division/Employment Services Program (TAD/ESP) with meeting program mandates for placement of Cal WORK's participants. Historically, services provided under this contract have been job development and job placement services for participants in the Cal WORKS program. In addition, JESD has been responsible for coordinating and conducting job fairs for the TAD/ESP clientele.

The Workforce Investment Board administratively oversees the program. This Board is comprised of private and public sector members who have been appointed by the county Board of Supervisors.



BUDGET AND WORKLOAD HISTORY

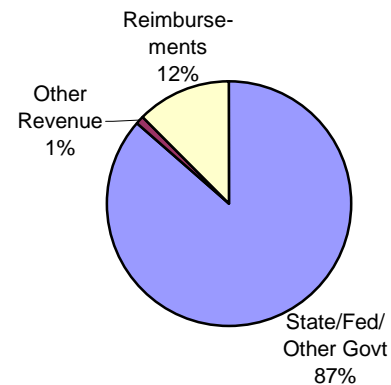
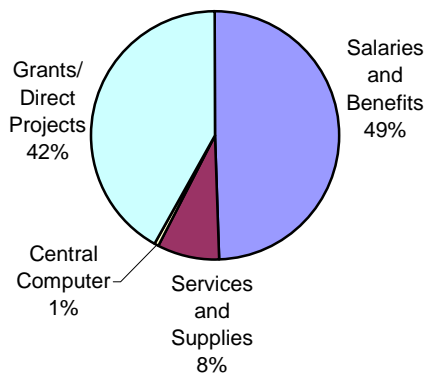
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	18,478,494	17,020,579	11,834,950	15,382,733
Departmental Revenue	16,437,316	18,977,350	13,791,721	15,382,733
Fund Balance		(1,956,771)		-
Budgeted Staffing		141.0		150.1

Workload Indicators

General Public *	26,071	28,093	52,902	52,902
# of Participants receiving services.	3,329	4,566	990	990

* Self service customers seeking employment information.

JESD has experienced an increase in the number of public customers seeking services from its one-stop Employment Resource Centers (ERCs) due to increases in the number of unemployed individuals in San Bernardino County as well as the increase in population due to migration. During the past year, and as a direct result of the transition of the Cal WORKS employment program back to HSS, JESD has carefully tracked the demand for WIA services. The increase in workload indicators for the general public is a result of increased accuracy in customer tracking. The decrease in workload indicators for number of participants receiving services is a direct result of elimination of the Welfare-to-Work (WtW) program under the Department of Labor. This program reached its duration as of 4/9/2004 and has been fully closed out.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE

GROUP: Econ Dev/Public Svc
 DEPARTMENT: Jobs and Employment Services
 FUND: Jobs and Employment Services

BUDGET UNIT: SAC JOB
 FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	7,725,105	7,279,275	470,342	243,700	-	7,993,317	673,660	8,666,977
Services and Supplies	953,299	1,588,285	(997)	-	-	1,587,288	(172,139)	1,415,149
Central Computer	96,000	108,620	(2,376)	-	-	106,244	-	106,244
Grants/Direct Projects	8,376,204	7,962,341	-	36,300	-	7,998,641	(2,553,341)	5,445,300
Equipment	-	30,000	-	-	-	30,000	20,000	50,000
Transfers	1,925,936	2,218,864	-	-	-	2,218,864	(348,725)	1,870,139
Total Exp Authority	19,076,544	19,187,385	466,969	280,000	-	19,934,354	(2,380,545)	17,553,809
Reimbursements	(7,241,594)	(2,166,806)	-	-	-	(2,166,806)	(4,270)	(2,171,076)
Total Appropriation	11,834,950	17,020,579	466,969	280,000	-	17,767,548	(2,384,815)	15,382,733
Departmental Revenue								
Use of Money & Prop	223,528	-	-	-	-	-	199,600	199,600
State, Fed or Gov't Aid	13,567,223	18,815,350	-	-	-	18,815,350	(3,632,217)	15,183,133
Current Services	970	-	-	-	-	-	-	-
Other Revenue	-	162,000	-	-	-	162,000	(162,000)	-
Total Revenue	13,791,721	18,977,350	-	-	-	18,977,350	(3,594,617)	15,382,733
Fund Balance		(1,956,771)	466,969	280,000	-	(1,209,802)	1,209,802	-
Budgeted Staffing		141.0	-	8.1	-	149.1	1.0	150.1

DEPARTMENT: Jobs and Employment Services
 FUND: Jobs and Employment Services
 BUDGET UNIT: SAC JOB

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	141.0	17,020,579	18,977,350	(1,956,771)
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	234,339	-	234,339
Internal Service Fund Adjustments	-	232,630	-	232,630
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	466,969	-	466,969
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	8.1	280,000	-	280,000
Subtotal	8.1	280,000	-	280,000
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	149.1	17,767,548	18,977,350	(1,209,802)
Department Recommended Funded Adjustments	1.0	(2,384,815)	(3,594,617)	1,209,802
TOTAL 2004-05 PROPOSED BUDGET	150.1	15,382,733	15,382,733	-



SCHEDULE C

DEPARTMENT: Jobs and Employment Services
 FUND: Jobs and Employment Services
 BUDGET UNIT: SAC JOB

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Salaries and Benefits Transfer of filled Staff Analyst II position from ED/PSG to JESD. The position serves the Hesperia Business Resource Center, therefore should appropriately be in JESD's budget. Additional increases are due to correction of FY 2003-04 salaries and benefits budget to budget staff at the actual salary cost rather than an estimate as had been previously done. Also reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions.	1.0	673,660	-	673,660
2.	Computer Software Expense Increase to purchase a case management, fiscal and information management system compatible with State regulations and to renew various software licenses.	-	450,000	-	450,000
3.	Inventoriable Equipment Decreased as no new offices will be opened. New equipment is not required as was the case in fiscal year 03/04	-	(375,000)	-	(375,000)
4.	Services and Supplies Decrease in services and supplies charges due in part to reduction to COWCAP as a result of department size reduction, additional decreases are attributed to a fiscally conservative management plan.	-	(247,139)	-	(247,139)
5.	Other Charges and State Aid Decrease in assessment services as this activity is now performed in-house. Decrease in outreach expenditures due to narrower customer base as Cal WORKS program was transitioned back to HSS. Participant training decreased in relation to decrease in funding for WtW and other specialty grants. The WtW funding reached its sunset in the 2003-04 budget year and other funding received by the department that supported training was for one time only training. Given national trends JESD is increasing its training budget in order to move a greater number of job seeking customers into vocational training.	-	(2,553,341)	(3,632,217)	1,078,876
6.	Equipment Increase to replace copiers that are in their last year of useful life.	-	20,000	-	20,000
7.	Transfers Out Decrease in transfers out attributed to closing the Colton office and moving the Redlands office, and decreases in EHAP charges and ED/PSG admin charges.	-	(348,725)	-	(348,725)
8.	Transfers In Decrease in reimbursements from County Departments.	-	(4,270)	-	(4,270)
9.	Rev From Use of Money/Property/Other Revenue Increase in rent from Employment and Business Resource Centers/One Stop partners.	-	-	37,600	(37,600)
Total		1.0	(2,384,815)	(3,594,617)	1,209,802



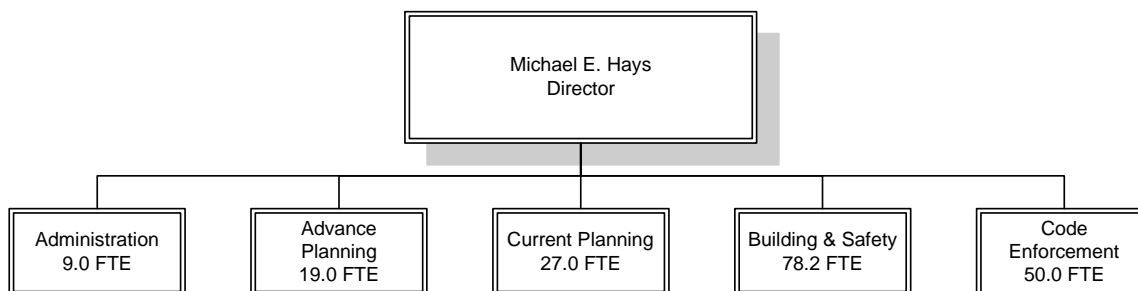
LAND USE SERVICES DEPARTMENT

Michael E. Hays

MISSION STATEMENT

The Land Use Services Department is dedicated to ensuring a balance in the areas of housing, business, and recreational needs for the diverse cultures and communities of San Bernardino County. This is accomplished by comprehensive regional planning and enforcement of building standards, land uses, and environmental impacts.

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2004-05					
	Operating Exp/ Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Administration	-	-	-		10.0
Current Planning	2,374,495	2,292,212	82,283		27.0
Advance Planning	3,387,890	2,263,881	1,124,009		19.0
Building & Safety	7,387,219	7,387,219	-		78.2
Code Enforcement	2,963,825	575,000	2,388,825		29.0
Fire Hazard Abatement	2,034,741	2,034,741	-		21.0
General Plan Update	1,805,299	1,000,000		805,299	-
Habitat Conservation	143,992	-		143,992	-
TOTAL	20,097,461	15,553,053	3,595,117	949,291	184.2

Administration

DESCRIPTION OF MAJOR SERVICES

The Administration Division provides administrative support (including centralized budgeting, personnel, and automation services) to the department's Current Planning, Advance Planning, Building and Safety, Code Enforcement and Fire Hazard Abatement divisions.

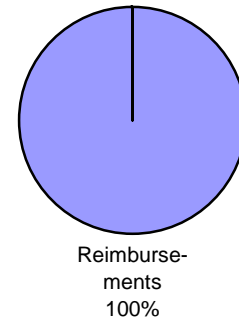
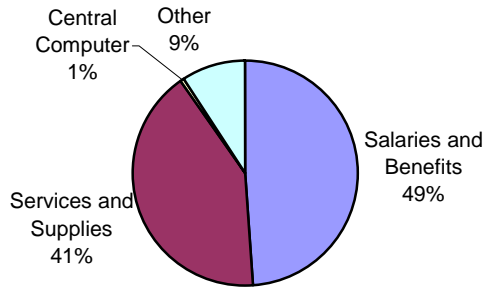
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	-	-	-	-
Departmental Revenue	-	-	-	-
Local Cost	-	-	-	-
Budgeted Staffing		11.0		10.0



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Land Use Services Department
 FUND: General

BUDGET UNIT: AAA LUS
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	733,580	756,578	47,378	-	(45,435)	758,521	16,825	775,346
Services and Supplies	676,595	676,597	1,123	-	-	677,720	(25,709)	652,011
Central Computer	8,767	8,767	688	-	-	9,455	-	9,455
Equipment	14,000	14,000	-	-	-	14,000	-	14,000
Transfers	103,065	104,880	-	-	-	104,880	26,620	131,500
Total Exp Authority	1,536,007	1,560,822	49,189	-	(45,435)	1,564,576	17,736	1,582,312
Reimbursements	(1,536,007)	(1,560,822)	(49,189)	-	45,435	(1,564,576)	(17,736)	(1,582,312)
Total Appropriation	-	-	-	-	-	-	-	-
Budgeted Staffing		11.0	-	-	(1.0)	10.0	-	10.0



DEPARTMENT: Land Use Services Department
 FUND: General
 BUDGET UNIT: AAA LUS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	11.0	-	-	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	-	-	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	(1.0)	-	-	-
TOTAL BASE BUDGET	10.0	-	-	-
Department Recommended Funded Adjustments	-	-	-	-
TOTAL 2004-05 PROPOSED BUDGET	10.0	-	-	-

SCHEDULE B

DEPARTMENT: Land Use Services Department
 FUND: General
 BUDGET UNIT: AAA LUS

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Reduction of 1.0 Automated Systems Technician	(1.0)	(45,435)	-	(45,435)
Reduction of 1.0 Vacant Automated Systems Technician position will reduce salary & benefit costs to assist other divisions in reaching the 9% reduction requirements.				
Reduction of Reimbursements	-	45,435	-	45,435
Reduction of 1.0 Vacant Automated Systems Technician position will reduce reimbursements required from other budget units within Land Use Services to alleviate 9% reduction requirements.				
Total	(1.0)	-	-	-



SCHEDULE C

DEPARTMENT: Land Use Services Department
 FUND: General
 BUDGET UNIT: AAA LUS

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENT

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	Increase in Salary & Benefits Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.	-	16,825	-	16,825
2.	Information Services Charges Changes to services provided through ISD.	-	(5,380)	-	(5,380)
3.	COWCAP Cowcap change per Auditor Controller.	-	(31,329)	-	(31,329)
4.	Adjust to Actual Increases for Courier & Printing Services and Rents & Leases of Equipment to actual charges.	-	11,000	-	11,000
5.	Adjustment to Transfers The Administration Division of the Land Use Services Department reimburses the Public Works payroll division for costs incurred for departmental payroll processing, and for Human Resource Officer support B1 and EHAP costs. Costs were increased to cover MOU costs and changes in departmental FTE counts.	-	26,620	-	26,620
6.	Adjustment to Reimbursements All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support. As costs are adjusted, reimbursements are also adjusted.	-	(17,736)	-	(17,736)
Total		-	-	-	-



Current Planning

DESCRIPTION OF MAJOR SERVICES

The Current Planning Division reviews all land use applications for compliance with county codes and environmental laws, and administers short-term implementing measures for land use, housing, and community design. In addition, professional staff assistance is provided to the Planning Commission and Board of Supervisors for the formation and implementation of plans and ordinances.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	1,732,855	2,292,380	1,944,429	2,374,495
Departmental Revenue	1,536,723	2,292,380	1,900,731	2,292,212
Local Cost	196,132	-	43,698	82,283
Budgeted Staffing		27.0		27.0

Workload Indicators

Conditional Use Permit	178	220	252	260
Tentative Parcel	82	55	75	75
Tentative Tract	11	10	27	30
Temporary Special	15	15	19	20
Concurrently Filed	67	65	120	120

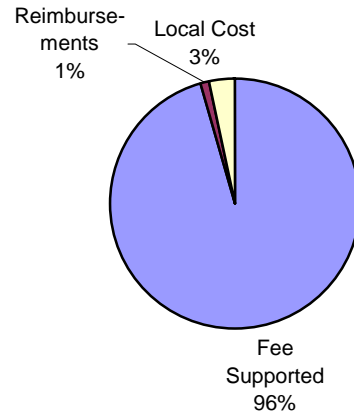
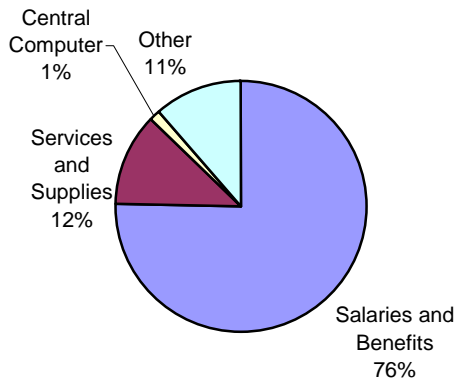
Appropriations are estimated to be under budget by \$347,951 consisting of Salary & Benefit savings from vacant positions (\$256,178), reductions in Services and Supplies (\$86,871) and reductions in Transfers to the Administration Division for administrative support (\$4,902). Current Revenue is estimated to be under budget by \$391,649 primarily due to vacant positions which cause slower processing of projects submitted.

Estimated workload indicators reflect the increase in land development in the County that require land use approvals and planning services. Current Planning continues to experience a high level of project submittals and growth in workload that has been steadily rising for the last several years.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Land Use Services
FUND: General

BUDGET UNIT: AAA CUR
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,468,019	1,724,197	106,752	-	-	1,830,949	(25,664)	1,805,285
Services and Supplies	197,796	284,667	94,814	-	-	379,481	(93,624)	285,857
Central Computer	22,122	22,122	12,856	-	-	34,978	-	34,978
Transfers	279,742	284,644	-	-	(8,217)	276,427	(4,802)	271,625
Total Exp Authority	1,967,679	2,315,630	214,422	-	(8,217)	2,521,835	(124,090)	2,397,745
Reimbursements	(23,250)	(23,250)	-	-	-	(23,250)	-	(23,250)
Total Appropriation	1,944,429	2,292,380	214,422	-	(8,217)	2,498,585	(124,090)	2,374,495
Departmental Revenue								
Current Services	1,900,731	2,292,380	123,922	-	-	2,416,302	(124,090)	2,292,212
Total Revenue	1,900,731	2,292,380	123,922	-	-	2,416,302	(124,090)	2,292,212
Local Cost	43,698	-	90,500	-	(8,217)	82,283	-	82,283
Budgeted Staffing		27.0	-	-	-	27.0	-	27.0



DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CUR

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	27.0	2,292,380	2,292,380	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	106,752	106,752	-
Internal Service Fund Adjustments	-	17,170	17,170	-
Prop 172	-	-	-	-
Other Required Adjustments	-	90,500	-	90,500
Subtotal	-	214,422	123,922	90,500
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	(8,217)	-	(8,217)
TOTAL BASE BUDGET	27.0	2,498,585	2,416,302	82,283
Department Recommended Funded Adjustments	-	(124,090)	(124,090)	-
TOTAL 2004-05 PROPOSED BUDGET	27.0	2,374,495	2,292,212	82,283

SCHEDULE B

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CUR

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Adjustment to Transfers	-	(8,217)	-	(8,217)
All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support. This adjustment reduces a portion of this charge based on the deletion of 1.0 vacant Automated Systems Technician required to reduce expenditures in those budget units required to meet the 9% reduction in local cost.				
Total	-	(8,217)	-	(8,217)



SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CUR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	Reclass 1.0 Staff Analyst I to 1.0 Land Use Technician II Replace 1.0 Staff Analyst I position with 1.0 Land Use Technician position. The Land Use Technician position will assist the Accountant II in the Administration Division to track revenue trends and project hours.	-	(4,718)	-	(4,718)
2.	Reduce Salary & Benefits Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.	-	(20,946)	-	(20,946)
3.	Information Services Charges Changes to services provided through ISD.	-	(8,768)	-	(8,768)
4.	COWCAP Cowcap change per Auditor Controller	-	(14,955)	-	(14,955)
5.	Adjust to Actual Increases for Memberships, Records Storage, GIS, Rents & Leases-Equipment and Vehicle Charges offset by reductions in Elec Equip Maint, Training, General Office Expense and Mileage Reimbursement to more accurately reflect actual cost trends.	-	(69,901)	-	(69,901)
6.	Adjustment to Transfers All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support and Human Resources for EHAP charges. This adjustment reflects the changes to those amounts for the fiscal year.	-	(4,802)	-	(4,802)
7.	Revenue Reduction in revenue projection based on current trend.	-	-	(124,090)	124,090
Total		-	(124,090)	(124,090)	-



SCHEDULE E

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CUR

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
16.0215C Average Cost The current average cost fees for this division are based on the average time to perform the functions required based on average hourly rates by position. Based on the differences in projects submitted and a review of the average time it takes to process these requests, some average cost fee items require increases to keep pace with time requirements and to ensure there is no impact to Local Cost.	-	-	60,785	(60,785)
16.0215C Change to Actual Cost The current average cost fees for this division are based on the average time to perform the functions required based on average hourly rates by position. Based on the differences in projects submitted, the complexity of those projects, and a review of the average time it takes to process these requests, it is requested that these fees be changed to actual cost fees to more accurately reflect the appropriate charge by project and to ensure there is no impact to Local Cost.	-	-	101,534	(101,534)
16.0228 Miscellaneous Fees This includes adjustments to average cost fees based on increased salary & benefit costs and the clarification between extensions for average and actual cost projects.	-	-	6,545	(6,545)
Increase Staffing Addition of 1.0 Planner III (\$86,581) to help with the increase in workload in Current Planning.	1.0	86,581	-	86,581
Total	1.0	86,581	168,864	(82,283)

NOTE: If all fees are approved this will eliminate all of Current Planning's local cost of \$82,283.





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
BUDGET UNIT: AAA CUR
PROGRAM: Current Planning

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 2,374,586

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	183,414
Fee Revenue for fees not listed	2,108,857
Non Fee Revenue	-
Local Cost	82,283
Budgeted Sources	\$ 2,374,554

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 2,461,167

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	352,278
Fee Revenue for fees not listed	2,108,857
Non Fee Revenue	-
Local Cost	-
Revised Sources	\$ 2,461,135

DIFFERENCES (See Following Page for Details)	
	\$ 86,581
	168,864
	-
	-
	(82,283)
	\$ 86,581

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	86,581
Total	\$ 86,581

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
The current average cost fees for this division are based on the average time to perform the functions required based on average hourly rates by position. Based on the differences in projects submitted and a review of the average time it takes to process these requests some average cost fee items require increases to keep pace with the time requirements. In addition increased Salary & Benefit and Services & Supply costs affect the average hourly billing rate for the positions in this division. Three of the fee changes requested reflect that the fee be changed to a charge for actual time spent. Due to the wide variations in processing times, which are a factor of the complexity of the proposed project, this approach would more accurately reflect the appropriate charge for these services. Use of the additional fee revenue will be used to add 1.0 Planner III and eliminate all of Current Planning's local cost of \$82,283.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Current Planning

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
LAND USE AND DEVELOPMENT REVIEW - PLANNING SECTION 16.0215A												
16.0215A (b) (4) (A)	Certificate of land use compliance	\$ 1,400.00	2	\$ 2,800	Actual Cost	2	\$ 4,178	\$ -	-	\$ 1,378	\$ 1,378	The current charge for this fee item is based on the average time to perform the functions required to issue a certificate of land use compliance. Based on the differences in projects submitted it is requested that the fee be changed to a charge for actual time spent, which would more accurately reflect the appropriate charge for this service.
16.0215A (b) (4) (B)	Certificate of land use compliance - Initial Deposit	\$ -	2	\$ -	\$ 1,000.00	2	\$ -	\$ -	-	\$ -	\$ -	This enables the department to collect a portion of the estimated cost up front in order to begin processing the application for a certificate of land use compliance. If this fee item is approved, approval of 16.0215A (b) (4) A) is also required.
16.0215A (j) (2)	Preliminary determination /conditions (for conditional use permits /department reviews)	\$ 790.00	5	\$ 3,950	\$ 1,450.00	5	\$ 7,250	\$ 660.00	-	\$ 3,300	\$ 3,300	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for preliminary determination/conditions. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current hourly rates and will provide for more accurate charge for services and ensure that there is no impact on Local Cost requirements.
16.0215A (j) (5)	Departmental Review - No preliminary determination filed	\$ 3,150.00	-	\$ -	\$ 3,800.00	4	\$ 15,200	\$ 650.00	4	\$ 15,200	\$ 15,200	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for departmental review with no preliminary determination filed. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current hourly rates and will provide for more accurate charge for services and ensure that there is no impact on Local Cost requirements.
16.0215A (k) (2)	Minor subdivision /tentative parcel map (4 or less parcels)	\$ 1,512.00	73	\$ 110,344	Actual Cost	73	\$ 210,500	\$ -	-	\$ 100,156	\$ 100,156	The current charge for this fee item is based on the average time to perform the functions required to issue process a minor subdivision/tentative parcel map. Based on the differences in projects submitted it is requested that the fee be changed to a charge for actual time spent, which would more accurately reflect the appropriate charge for this service.
16.0215A (k) (2) (a)	Minor subdivision /tentative parcel map (4 or less parcels) - Initial Deposit	\$ -	-	\$ -	\$ 1,000.00	-	\$ -	\$ -	-	\$ -	\$ -	This enables the department to collect a portion of the estimated cost up front in order to begin processing the application for a certificate of land use compliance. If this fee item is approved, approval of 16.0215A (k) (2) is also required.
16.0215A (l) (10)	Condition compliance check for average cost applications	\$ 370.00	27	\$ 9,990	\$ 525.00	27	\$ 14,175	\$ 155.00	-	\$ 4,185	\$ 4,185	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for condition compliance check for average cost applications. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current hourly rates and will provide for more accurate charge for services and ensure that there is no impact on Local Cost requirements.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Current Planning

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0215A (n) (1)	Land use review	\$ 815.00	60	\$ 48,900	\$ 1,450.00	60	\$ 87,000	\$ 635.00	-	\$ 38,100	\$ 38,100	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for land use reviews. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current
LAND USE SERVICES DEPARTMENT - DEPARTMENT OF PUBLIC WORKS - LAND SECTION 16.0228												
16.0228 (e)	Pre-application conference	\$ 920.00	1	\$ 920	\$ 1,200.00	1	\$ 1,200	\$ 280.00	-	\$ 280	\$ 280	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for a pre-application conference. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current hourly rates and will provide for more accurate charge for services and ensure that there is no impact on Local Cost requirements.
16.0228 (g) (3)	Extensions of approved average cost applications	\$ 210.00	31	\$ 6,510	\$ 250.00	16	\$ 4,000	\$ 40.00	(15)	\$ (2,510)	\$ (2,510)	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the rate charged for an extension of an approved average cost application. The current rate is based on the average time spent multiplied by the average hourly rate by position type. This change reflects a current analysis of time spent at current hourly rates and will provide for more accurate charge for services and ensure that there is no impact on Local Cost requirements.
16.0228 (g) (3) (A)	Extensions of approved actual cost applications	\$ 210.00	-	\$ -	Actual Cost	15	\$ 8,775	\$ -	15	\$ 8,775	\$ 8,775	This change is to clarify the language for extensions and differentiate between extension requests for average cost applications and actual cost applications

Advance Planning

DESCRIPTION OF MAJOR SERVICES

The Advance Planning Division prepares short and long-range plans for the development of the county and the conservation of its resources, including the County General Plan and various specific plans. In addition, professional staff assistance is provided to the Planning Commission and Board of Supervisors for the formation and implementation of plans and ordinances.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	1,955,111	3,395,955	1,927,627	3,387,890
Departmental Revenue	416,062	2,142,113	686,785	2,263,881
Local Cost	1,539,049	1,253,842	1,240,842	1,124,009
Budgeted Staffing		19.0		19.0

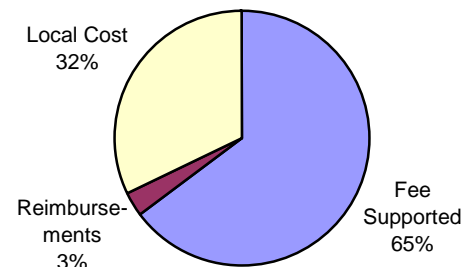
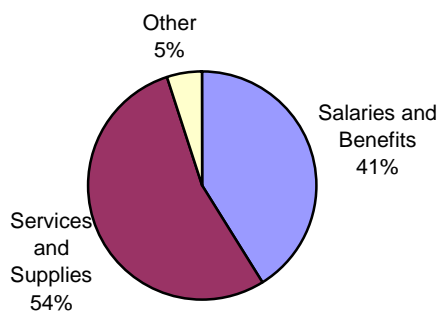
Workload Indicators

Environmental Review	16	25	21	25
Mine inspections	65	63	60	63
Mining/Land Reclamation	16	25	16	25

Appropriations are estimated to be under budget by \$1,468,328 consisting of Salary & Benefit savings from vacant positions (\$172,587), reductions in Services and Supplies (\$1,346,136) primarily in reduced Professional Services related to lower than anticipated Environmental Impact Report (EIR) requests, an increase in transfers of \$891 and reductions in Reimbursements from the General Plan Update program (\$49,504).

Revenue is estimated to be under budget \$1,455,328 primarily from reduced EIR requests and a direct offset to the reduction in professional services.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Land Use Services
FUND: General

BUDGET UNIT: AAA ADV
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,174,779	1,347,366	83,586	-	-	1,430,952	5,882	1,436,834
Services and Supplies	617,892	1,964,028	(88,169)	(13,000)	(100,000)	1,762,859	121,319	1,884,178
Transfers	195,280	194,389	-	-	(12,250)	182,139	(4,937)	177,202
Total Exp Authority	1,987,951	3,505,783	(4,583)	(13,000)	(112,250)	3,375,950	122,264	3,498,214
Reimbursements	(60,324)	(109,828)	-	-	-	(109,828)	(496)	(110,324)
Total Appropriation	1,927,627	3,395,955	(4,583)	(13,000)	(112,250)	3,266,122	121,768	3,387,890
Departmental Revenue								
Current Services	685,319	2,142,113	-	-	-	2,142,113	121,768	2,263,881
Other Revenue	1,466	-	-	-	-	-	-	-
Total Revenue	686,785	2,142,113	-	-	-	2,142,113	121,768	2,263,881
Local Cost	1,240,842	1,253,842	(4,583)	(13,000)	(112,250)	1,124,009	-	1,124,009
Budgeted Staffing		19.0	-	-	-	19.0	-	19.0

DEPARTMENT: Land Use Services
FUND: General
BUDGET UNIT: AAA ADV

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	19.0	3,395,955	2,142,113	1,253,842
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	83,586	-	83,586
Internal Service Fund Adjustments	-	2,331	-	2,331
Prop 172	-	-	-	-
Other Required Adjustments	-	(90,500)	-	(90,500)
Subtotal	-	(4,583)	-	(4,583)
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(13,000)	-	(13,000)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(13,000)	-	(13,000)
Impacts Due to State Budget Cuts	-	(112,250)	-	(112,250)
TOTAL BASE BUDGET	19.0	3,266,122	2,142,113	1,124,009
Department Recommended Funded Adjustments	-	121,768	121,768	-
TOTAL 2004-05 PROPOSED BUDGET	19.0	3,387,890	2,263,881	1,124,009



SCHEDULE B

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA ADV

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Professional Services	-	(100,000)	-	(100,000)
Reduce Professional Services for the completion of work provided by G. Hillier (Contract #01-862)				
Adjustment to Transfers	-	(12,250)	-	(12,250)
All divisions of the Land Use Services Department reimburse the Administrative unit for costs incurred for departmental administrative support. This adjustment reduces a portion of this charge based on the deletion of 1.0 vacant Automated Systems Technician required to reduce expenditures in those budget units required to meet the 9% reduction in local cost.				
Total	-	(112,250)	-	(112,250)

SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA ADV

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in Salary & Benefits	-	5,882	-	5,882
Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.				
2. Information Services Charges	-	1,031	-	1,031
Changes to services provided through ISD.				
3. Adjustment to Transfers	-	(4,937)	-	(4,937)
All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support and Human Resources for EHAP charges. This adjustment reflects the changes to those amounts for the fiscal year.				
4. Adjustment to Reimbursements	-	(496)	-	(496)
Advance Planning is reimbursed by RHJ-LUS (General Plan Update) budget unit for costs associated with 1.0 GIS Tech position. Adjusted based on cost increase.				
5. Current Services	-	-	121,768	(121,768)
Increase in proposed revenue.				
6. Adjustment to Actual	-	120,288	-	120,288
Increases for Memberships, Non Inventoriable Equipment, Publications, Presort & Packaging, Printing, Rents & Leases-Equipment and Vehicle Charges to more accurately reflect actual cost trends.				
Total	-	121,768	121,768	-



Building And Safety

DESCRIPTION OF MAJOR SERVICES

The Building and Safety Division administers construction and occupancy standards to safeguard life, health and property in the interest of the general public's welfare throughout the unincorporated areas of the county. This is accomplished by applying county ordinances, state laws and inspection of construction, alteration, moving, demolition, repair, occupancy and use of buildings and structures.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	4,591,029	5,629,926	6,278,926	7,387,219
Departmental Revenue	4,593,069	5,629,926	6,335,445	7,387,219
Local Cost	(2,040)	-	(56,519)	-
Budgeted Staffing		62.2		78.2

Workload Indicators

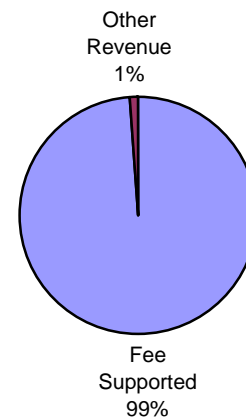
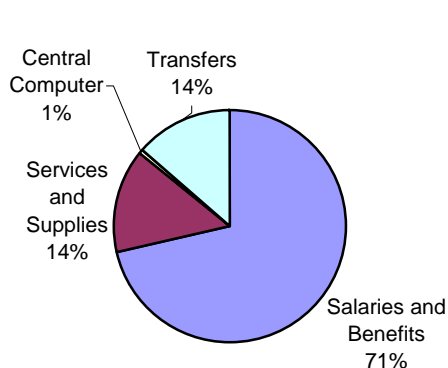
Permit applications	19,238	18,500	23,000	26,000
Inspections	47,693	46,000	56,000	64,000
Plan reviews	5,591	5,500	6,400	6,400

Appropriations are estimated to be over budget by \$649,000, including a mid year increase in Professional Services of \$200,000 and a mid year increase of 15.0 budgeted staffing. The cost for the additional staff includes Salary & Benefits of \$474,943 offset by savings of 226,804 due to vacancies, position underfills and recruiting timeframes, an increase Services & Supplies of \$73,150 offset by savings \$32,658, and Equipment of \$175,000.

Revenue is estimated to be over budget \$705,519, including increases in Current Services, Other Revenue and Financing Sources of \$54,388. The remaining increase of \$651,131 in Licenses and Permits is a direct offset to the approved appropriation increase and reflects an increase in issued Building Permits during fiscal year 2003/04.

Estimated workload indicators reflect the increased building activity within the County jurisdiction. An increase in issued Building Permits creates a corresponding but not equal increase in Plan Review and Inspection requirements.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Land Use Services
FUND: General

BUDGET UNIT: AAA BNS
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	4,269,896	4,021,757	269,204	842,528	-	5,133,489	132,627	5,266,116
Services and Supplies	984,604	744,112	12,098	325,400	-	1,081,610	(11,516)	1,070,094
Central Computer	45,103	45,103	4,961	-	-	50,064	-	50,064
Vehicles	215,000	40,000	-	-	-	40,000	(40,000)	-
Transfers	767,674	778,954	-	-	-	778,954	221,991	1,000,945
Total Exp Authority	6,282,277	5,629,926	286,263	1,167,928	-	7,084,117	303,102	7,387,219
Reimbursements	(3,351)	-	-	-	-	-	-	-
Total Appropriation	6,278,926	5,629,926	286,263	1,167,928	-	7,084,117	303,102	7,387,219
Departmental Revenue								
Licenses and Permits	6,149,027	5,497,896	286,263	1,167,928	-	6,952,087	273,752	7,225,839
Current Services	80,564	68,030	-	-	-	68,030	12,500	80,530
Other Revenue	104,985	64,000	-	-	-	64,000	16,850	80,850
Other Financing Source	869	-	-	-	-	-	-	-
Total Revenue	6,335,445	5,629,926	286,263	1,167,928	-	7,084,117	303,102	7,387,219
Local Cost	(56,519)	-	-	-	-	-	-	-
Budgeted Staffing		62.2	-	15.0	-	77.2	1.0	78.2

DEPARTMENT: Land Use Services
FUND: General
BUDGET UNIT: AAA BNS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	62.2	5,629,926	5,629,926	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	269,204	269,204	-
Internal Service Fund Adjustments	-	17,059	17,059	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	286,263	286,263	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	15.0	1,167,928	1,167,928	-
Subtotal	15.0	1,167,928	1,167,928	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	77.2	7,084,117	7,084,117	-
Department Recommended Funded Adjustments	1.0	303,102	303,102	-
TOTAL 2004-05 PROPOSED BUDGET	78.2	7,387,219	7,387,219	-



SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA BNS

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in Salary & Benefits Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.	-	38,699	-	38,699
2. Information Services Charges Changes to services provided through ISD as indicated in FY 2004-05 budget instruction cost estimate.	-	6,505	-	6,505
3. COWCAP Cowcap change per Auditor Controller.	-	(21,115)	-	(21,115)
4. Adjust to Actual Includes increases in Printing Services, Special Departmental Expense, Rents & Leases - Equipment and monthly Vehicle Charges.	-	3,094	-	3,094
5. Adjustment to Transfers All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support and Human Resources for EHAP charges. This adjustment reflects the changes to those amounts for the fiscal year.	-	221,991	-	221,991
6. Charges for Current Services Increase in proposed revenue based on workload requirements, additional staffing and current construction trends.	-	-	179,824	(179,824)
7. Other Revenue Increase in proposed revenue based on current trends.	-	-	29,350	(29,350)
8. Vehicles Reduction in need for new vehicle purchases.	-	(40,000)	-	(40,000)
9. Delete 1.0 Vacant Land Use Tech I position and Add 1.0 Land Use Tech II The workload in this budget unit requires the higher level expertise of a Land Use Technician II over those of a Land Use Technician I. All other technician positions in this budget unit are at the II level. This results in a savings because the vacant new position is budgeted at a lower step than was required for the previous incumbent.	-	(1,667)	(1,667)	-
10. Add 1.0 Regional Building Inspection Supervisor Due to workload factors this division is in need of a supervisor to oversee the Plan Review process for all offices. This position will be financed with increased revenue in licenses and permits.	1.0	95,595	95,595	-
Total	1.0	303,102	303,102	-



Code Enforcement

DESCRIPTION OF MAJOR SERVICES

The Code Enforcement Division administers programs designed to protect the public's safety, welfare, and property through enforcement of county ordinances and state laws related to housing and property.

BUDGET AND WORKLOAD HISTORY

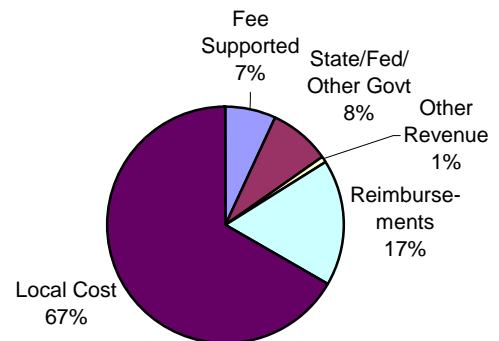
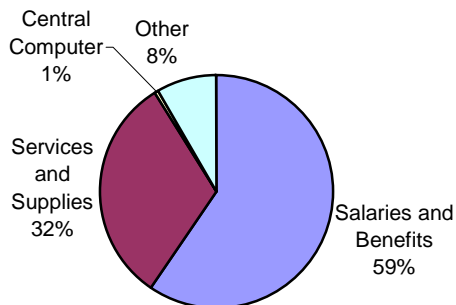
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	2,865,944	2,960,413	2,886,008	2,963,825
Departmental Revenue	263,724	408,200	390,041	575,000
Local Cost	2,602,220	2,552,213	2,495,967	2,388,825
Budgeted Staffing		30.0		29.0

Workload Indicators

Code Enforcement Complaints	3,065	3,000	3,000	3,000
Rehab/Demolitions	177	140	100	100
Permit Inspections	460	600	301	450

Estimated workload indicators reflect a reduction in Rehab/Demolition cases and permit inspections. Rehab/Demolitions are expected to decrease because the Shack Attack program has been completed. Permit Inspections are fluctuating based on changes to both the Sign permit and the Home Occupation Permit (HOP). Renewal permits for signs have been eliminated and the HOP permit now requires a biennial inspection rather than an annual inspection.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Land Use Services
 FUND: General

BUDGET UNIT: AAA CEN
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,996,573	2,041,714	142,960	-	(50,889)	2,133,785	(3,948)	2,129,837
Services and Supplies	823,134	927,506	(48)	-	(5,000)	922,458	212,095	1,134,553
Central Computer	17,928	17,928	5,351	-	-	23,279	-	23,279
Transfers	513,373	593,265	-	(67,738)	(32,673)	492,854	(196,698)	296,156
Total Exp Authority	3,351,008	3,580,413	148,263	(67,738)	(88,562)	3,572,376	11,449	3,583,825
Reimbursements	(465,000)	(620,000)	-	-	-	(620,000)	-	(620,000)
Total Appropriation	2,886,008	2,960,413	148,263	(67,738)	(88,562)	2,952,376	11,449	2,963,825
Departmental Revenue								
Taxes	3,806	-	-	-	-	-	-	-
Licenses and Permits	64,832	106,000	-	-	-	106,000	(6,000)	100,000
State, Fed or Gov't Aid	146,825	150,000	-	-	150,000	300,000	-	300,000
Current Services	144,692	122,200	5,351	-	-	127,551	17,449	145,000
Other Revenue	29,886	30,000	-	-	-	30,000	-	30,000
Total Revenue	390,041	408,200	5,351	-	150,000	563,551	11,449	575,000
Local Cost	2,495,967	2,552,213	142,912	(67,738)	(238,562)	2,388,825	-	2,388,825
Budgeted Staffing		30.0	-	-	(1.0)	29.0	-	29.0

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CEN

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	30.0	2,960,413	408,200	2,552,213
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	142,960	-	142,960
Internal Service Fund Adjustments	-	5,303	5,351	(48)
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	148,263	5,351	142,912
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(67,738)	-	(67,738)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(67,738)	-	(67,738)
Impacts Due to State Budget Cuts	(1.0)	(88,562)	150,000	(238,562)
TOTAL BASE BUDGET	29.0	2,952,376	563,551	2,388,825
Department Recommended Funded Adjustments	-	11,449	11,449	-
TOTAL 2004-05 PROPOSED BUDGET	29.0	2,963,825	575,000	2,388,825



SCHEDULE B

DEPARTMENT: Land Use Services
FUND: General
BUDGET UNIT: AAA CEN

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Delete 1.0 Vacant Code Enforcement Officer II The deletion of this position will require the use of 1.0 CEO II from the Victorville office to cover the Lytle Creek area 2 days per week. Response times in both of these areas may increase due to lack of staff coverage. Reduction includes Salary & Benefits (\$50,889) and Service & Supply (\$5,000) costs. See policy item request for restoration.	(1.0)	(55,889)	-	(55,889)
Increase California Integrated Waste Management Board Grant allocation Code Enforcement was awarded a \$150,000 grant for Fiscal Year 2003-04 to cover waste tire removal and inspection of tire facilities throughout the County. This amount has been increased to \$300,000 for Fiscal Year 2004-05 and is expected to be renewed through Fiscal Year 2008-09.	-	-	150,000	(150,000)
Adjustment to Transfers All divisions of the Land Use Services Department reimburse the Administrative unit for costs incurred for departmental administrative support. This adjustment reduces a portion of this charge based on the deletion of 1.0 vacant Automated Systems Technician required to reduce expenditures in those budget units required to meet the 9% reduction in local cost.	-	(32,673)	-	(32,673)
Total	(1.0)	(88,562)	150,000	(238,562)

SCHEDULE C

DEPARTMENT: Land Use Services
FUND: General
BUDGET UNIT: AAA CEN

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Decrease in Salary & Benefits Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.	-	(3,948)	-	(3,948)
2. Information Services Charges Changes to services provided through ISD.	-	8,884	-	8,884
3. Adjust to Actual for Services & Supplies Increase for Comnet Outside Services, 800 MHz Radio Charges, Special Departmental Expense, General Office Expense, Presort & Packaging, Rents & Leases - Equipment, and Vehicle Charges offset by reductions in Elec Equip Maint, Non Inventoriable Equipment, Maintenance Charges and Other Travel to more accurately reflect actual spending trends.	-	40,401	-	40,401
4. Accounting Change for Services & Supplies Code Enforcement has accounted for County Counsel legal support as Transfers. This adjustment reflects the charge of that amount to Services and Supplies as requested by the Auditor/Controller.	-	162,810	-	162,810
4. Accounting Change in Transfers Code Enforcement has accounted for County Counsel legal support as Transfers. This adjustment reflects the charge of that amount to Services and Supplies as requested by the Auditor/Controller.	-	(162,810)	-	(162,810)
4. Adjustment to Transfers All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support and Human Resources for EHAP charges. This adjustment reflects the change to those amounts for the fiscal year, less the amount credited towards the State Cut requirement.	-	(33,888)	-	(33,888)
5. Revenue The proposed revenue changes reflect current trends for this division.	-	-	11,449	(11,449)
Total	-	11,449	11,449	-



SCHEDULE D

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CEN

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Reinstate Code Enforcement II Position and Related Expenses Due to the State Budget Cuts of 9% this division was unable to fund 1.0 vacant Code Enforcement II position. This request is to add back that position in order to maintain the current level of customer service. The deletion of this position will require the use of 1.0 CEO II from the Victorville office to cover the Lytle Creek area 2 days per week. Response times in both of these areas may increase due to lack of staff coverage. This cost can be partially covered by increased fees of \$7,690. If fee requests are approved, Local Cost funding can be reduced by \$7,690.	1.0	55,889	-	55,889
Total		<u>1.0</u>	<u>55,889</u>	<u>-</u>	<u>55,889</u>

SCHEDULE E

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA CEN

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Hourly Rate Increases The current hourly rate for six (6) separate fees no longer reflect an appropriate charge rate based on increased salary & benefits and services & supplies over the last ten years.		1,690	1,690	-
Appeal Fee Increases The increased amount for eight (8) separate fees will bring the Code Enforcement appeal rate to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works-Land Management and Surveyor sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.		6,000	6,000	-
Total	<u>-</u>	<u>7,690</u>	<u>7,690</u>	<u>-</u>





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
BUDGET UNIT: AAA CEN
PROGRAM: Code Enforcement

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 2,963,825

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	9,788
Fee Revenue for fees not listed	235,212
Non Fee Revenue	330,000
Local Cost	2,388,825
Budgeted Sources	\$ 2,963,825

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 2,971,515

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	17,478
Fee Revenue for fees not listed	235,212
Non Fee Revenue	330,000
Local Cost	2,388,825
Revised Sources	\$ 2,971,515

DIFFERENCES
(See Following Page
for Details)

\$ 7,690
7,690
-
-
-
\$ 7,690

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	7,690
Total	\$ 7,690

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
This request for fee changes includes an increase in the hourly rate for Code Enforcement actions which includes six separate fee categories. It has been ten years since the hourly rate for time spent on code enforcement actions has been adjusted and the current fee no longer reflects an appropriate charge rate based on increased salary & benefits and services & supplies. In addition the department is requesting an increase in the average cost rates that are charged for appeals to the Planning Commission and Board of Supervisors related to Code Enforcement actions. If adopted, this change will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Code Enforcement

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0215C (a) (4) (A)	Nuisance abatement fees pursuant to section 33.0311 of this Code: Preparation of job specifications	\$52/hr \$115 minimum	69	\$ 3,588	\$62/hr \$115 minimum	69	\$ 4,278	\$10 / hr	1	\$ 690	\$ 690	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor impact on Local Cost requirements.
16.0215C (a) (8) (A) (III)	Appeal to the Planning Commission (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 1,050.00	1	\$ 1,050	\$ 925.00	-	\$ 925	\$ 925	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (A) (IV)	Appeal to the Board of Supervisors (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 700.00	1	\$ 700	\$ 575.00	-	\$ 575	\$ 575	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (B) (III)	Appeal to the Planning Commission (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 1,050.00	1	\$ 1,050	\$ 925.00	-	\$ 925	\$ 925	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (B) (IV)	Appeal to the Board of Supervisors (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 700.00	1	\$ 700	\$ 575.00	-	\$ 575	\$ 575	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (C) (III)	Appeal to the Planning Commission (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 1,050.00	1	\$ 1,050	\$ 925.00	-	\$ 925	\$ 925	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Code Enforcement

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0215C (a) (8) (C) (IV)	Appeal to the Board of Supervisors (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 700.00	1	\$ 700	\$ 575.00	-	\$ 575	\$ 575	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (E) (III)	Appeal to the Planning Commission (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 1,050.00	1	\$ 1,050	\$ 925.00	-	\$ 925	\$ 925	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (8) (E) (IV)	Appeal to the Board of Supervisors (See 16.0228 (a) of this Code)	\$ 125.00	1	\$ 125	\$ 700.00	1	\$ 700	\$ 575.00	-	\$ 575	\$ 575	This increase will bring the Code Enforcement appeal rates to the same level as appeals related to actions by the rest of the Land Use Services Department and the Department of Public Works - Land Management and Surveyor Sections. The same work effort is required of staff to prepare the appropriate staff reports and provide the necessary documentation to the Planning Commission and the Board of Supervisors as appeals from the other departments.
16.0215C (a) (12)	Certificate of compliance	\$52 / hr	-	\$ -	\$62 / hr	-	\$ -	\$10 / hr	-	\$ -	\$ -	- Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor
16.0215C (a) (17)	Special Inspection	\$52 / hr	-	\$ -	\$62 / hr	-	\$ -	\$10 / hr	-	\$ -	\$ -	- Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor impact on Local Cost requirements.
16.0215C (b) (2)	Rehabilitation Enforcement	\$52 / hr	-	\$ -	\$62 / hr	-	\$ -	\$10 / hr	-	\$ -	\$ -	- Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor impact on Local Cost requirements.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Code Enforcement

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0215C (f) (2)	Title Search	\$52 / hr plus actual cost	100	\$ 5,200	\$62 / hr plus actual cost	100	\$ 6,200	\$10 / hr	-	\$ 1,000	\$ 1,000	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor impact on Local Cost requirements.
16.0215C (f) (3)	Court case preparation	\$52 / hr	-	\$ -	\$62 / hr	-	\$ -	\$10 / hr	-	\$ -	\$ -	Based on increased Salary & Benefit and Services & Supplies cost over the last ten years, staff has determined that it is necessary to increase the hourly rate charged for code enforcement actions. This change will provide a more accurate charge for services and ensure that there is minor impact on Local Cost requirements.

Fire Hazard Abatement Program

DESCRIPTION OF MAJOR SERVICES

Through the Fire Hazard Abatement program, Code Enforcement enforces the County's Fire and Hazardous Trees Ordinance in the unincorporated portions of the County, as well as under contract with certain cities and fire districts. This service includes inspections, notifications to property owners and removal of hazards due to vegetation and flammable debris.

BUDGET AND WORKLOAD HISTORY

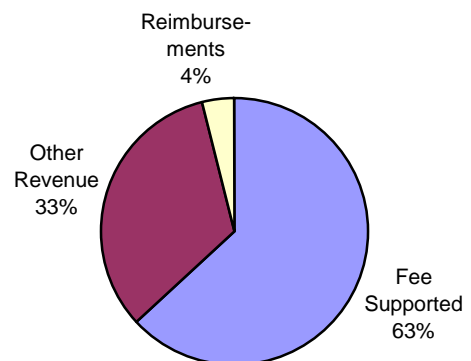
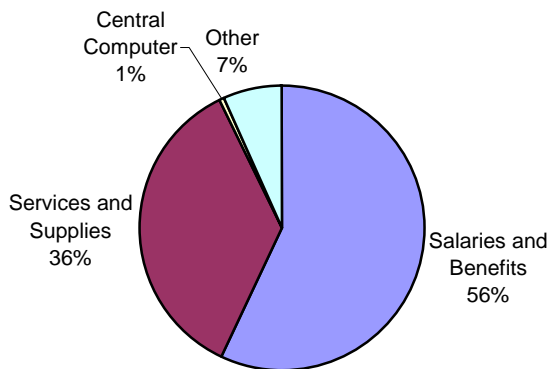
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	1,787,909	1,951,692	1,901,960	2,034,741
Departmental Revenue	1,627,403	1,951,692	1,821,960	2,034,741
Local Cost	160,506	-	80,000	-
Budgeted Staffing		21.0		21.0

Workload Indicators

Weed notices issued	55,813	51,500	50,000	50,000
Weed abatements	3,283	4,700	3,827	3,827
Warrants issued	1,271	1,515	1,167	1,167
D.B.O. Fee (Done by Owner)	1,780	2,000	1,970	2,000

Estimated workload indicators reflect the seasonal nature of the program and the affects of environmental conditions such as rainfall and fires along with the public's awareness of the dangers of fires and an increased willingness to cleanup and maintain their own property.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Land Use Services
 FUND: General

BUDGET UNIT: AAA WAB
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	976,933	1,044,013	78,501	-	-	1,122,514	81,643	1,204,157
Services and Supplies	755,421	734,323	1,611	-	-	735,934	24,442	760,376
Central Computer	10,245	10,245	2,785	-	-	13,030	-	13,030
Transfers	244,361	248,111	-	-	-	248,111	(105,933)	142,178
Total Exp Authority	1,986,960	2,036,692	82,897	-	-	2,119,589	152	2,119,741
Reimbursements	(85,000)	(85,000)	-	-	-	(85,000)	-	(85,000)
Total Appropriation	1,901,960	1,951,692	82,897	-	-	2,034,589	152	2,034,741
Departmental Revenue								
Taxes	576,160	457,000	-	-	-	457,000	240,000	697,000
Current Services	1,245,800	1,494,692	82,897	-	-	1,577,589	(239,848)	1,337,741
Total Revenue	1,821,960	1,951,692	82,897	-	-	2,034,589	152	2,034,741
Local Cost	80,000	-	-	-	-	-	-	-
Budgeted Staffing		21.0	-	-	-	21.0	-	21.0

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA WAB

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	21.0	1,951,692	1,951,692	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	78,501	78,501	-
Internal Service Fund Adjustments	-	4,396	4,396	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	82,897	82,897	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	21.0	2,034,589	2,034,589	-
Department Recommended Funded Adjustments	-	152	152	-
TOTAL 2004-05 PROPOSED BUDGET	21.0	2,034,741	2,034,741	-



SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA WAB

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in Salary & Benefits Reflects yearly Salary & Benefit changes, including step fluctuations and staff promotions offset by savings from position underfills.	-	81,643	-	81,643
2. Information Services Charges Changes to services provided through ISD.	-	4,433	-	4,433
3. COWCAP Cowcap change per Auditor Controller.	-	8,950	-	8,950
4. Adjust to Actual Increase in Special Dept Expense, Presort & Packaging, and Vehicle Charges offset by decreases in Clothing & Personal, Elec Equip Maint, 800 MHZ Charges, Computer Hardware, Non Inventoriable Equipment, Maintenance Charges, Other Travel and Mileage to reflect actual cost trend.	-	11,059	-	11,059
5. Adjustment to Transfers All divisions of the Land Use Services Department reimburse the Administration unit for costs incurred for departmental administrative support and Human Resources for EHAP charges. This adjustment reflects the changes to those amounts for the fiscal year.	-	(105,933)	-	(105,933)
6. Revenue Adjustment Increase in Taxes & Special Assessments of \$240,000 is offset by a reduction in Current Services of \$239,848 from the cancellation of a project to send outstanding billings to collections prior to placing on the property tax bills. This program did not result in quicker collections from property owners.	-	-	152	(152)
Total	-	152	152	-

SCHEDULE E

DEPARTMENT: Land Use Services
 FUND: General
 BUDGET UNIT: AAA WAB

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Abatement processing fees <p>The included fee changes clarify for the property owner the fees that will be assessed and includes inspections, notifications to property owners, and the removal of hazards by contract service providers. The most significant change allows for the third inspection of a property to be billed to the property owner if they fail to comply by the deadline and a contractor finds the property in compliance after the workorder has been processed.</p> <p>The fee increase would also enable the deptment to purchase of handheld electronic equipment, estimated at a cost of \$105,000, for field inspectors to allow for data input of property information and inspection results, as well as provide them with GPS functions. The Fire Hazard Abatement inspectors currently work with an intensely manual system, that includes the notation of non compliant properties on an assessors parcel map while they drive through an assigned area. Some locations become difficult to determine and accuracy can be improved through the use of GPS coordinates. When the manual input to the map is complete, clerical staff then provide a data entry function to input that information into the Weed Abatement system. The purchase of this equipment provides the ability to input information into a hand held device and then download the information from one system to another. There will be some coordination required with ISD to enable the download function into the current system.</p> <p>By increasing fee revenue the Fire Hazard Abatement program should reduce the impact on local cost that has occurred for the past several years, due to increases in expenses without offsetting fee increases. By purchasing the GPS equipment and software the Fire Hazard Abatement program should be more efficient and able to increase the areas monitored, and increase the accuracy of identifying non-compliant properties. This should increase revenue to cover the cost of the equipment and software within two to three years.</p>	-	134,900	134,900	-
Total	-	134,900	134,900	-





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
BUDGET UNIT: AAA WAB
PROGRAM: Fire Hazard Abatement

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 2,034,741

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 2,169,641

DIFFERENCES (See Following Page for Details)	
\$	134,900

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	180,000
Fee Revenue for fees not listed	1,854,741
Non Fee Revenue	-
Local Cost	-
Budgeted Sources	\$ 2,034,741

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	314,900
Fee Revenue for fees not listed	1,854,741
Non Fee Revenue	-
Local Cost	-
Revised Sources	\$ 2,169,641

134,900
-
-
-
\$ 134,900

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	134,900
Total	\$ 134,900

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:

See Attached.



2004-05 REVISED/NEW FEE REQUESTS
SUMMARY OF JUSTIFICATION AND BUDGETARY IMPACT

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
BUDGET UNIT: AAA WAB
PROGRAM: Fire Hazard Abatement

Briefly Describe the Summary of Justification for Fee Requests(s) and the Budgetary Impact to Program if Fee(s) are approved:

Abatement processing fees are applied only after the first inspection and notification process has occurred and the property owner has failed to meet the requirements related to the County's Fire and Hazardous Trees Ordinance in the unincorporated portions of the County, as well as under contract with certain cities and fire districts. The included fee changes clarify for the property owner the fees that will be assessed and includes inspections, notifications to property owners and removal of hazards due to vegetation and flammable debris. The most significant change allows for the third inspection of the property to be billed to the property owner if they fail to comply by the deadline, the department arranges for a contractor to perform the work, when the contractor arrives the work has been completed, and Fire Hazard Abatement staff is required to perform an additional inspection of the property. There are no charges to property owners who meet the date requirements as indicated on the first notification, only those property owners who do not meet the initial required deadline incur any charges.

By increasing fee revenue the Fire Hazard Abatement program should reduce the impact on local cost that has occurred for the past several years, due to increases in expenses without offsetting fee increases. By purchasing the GPS equipment and software the Fire Hazard Abatement program should be more efficient and able to increase the areas monitored, and increase the accuracy of identifying non-compliant properties. This fee increase should increase revenue to cover the cost of the equipment and software within two to three years.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Land Use Services
FUND NAME : General
PROGRAM: Fire Hazard Abatement

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0215C (c) (1)	Abatement processing fee (Applied to each parcel for each notice and/or warrant issued after initial notification of non compliance)	\$ 92.00	-	\$ -	\$ 92.00	1,500	\$ 138,000	\$ -	1,500	\$ 138,000	\$ 138,000	Change to Title only for language clarification to allow for appropriate charge, based on an analysis of Salary & Benefits, Services & Supply costs and the time required to perform the functions during each step of notification / inspection process. If this fee item is approved, approval of 16.0215C (c) (3) is also required.
16.0215C (c) (3)	Warrant processing fee	\$ 92.00	1,500	\$ 138,000	\$ -	-	\$ -	\$ (92.00)	(1,500)	\$ (138,000)	\$ (138,000)	This fee item is being deleted as a separate item and added in the change to 16.0215C (c) (1). If this fee item is approved, approval of 16.0215C (c) (1) is also required.
16.0215C (c) (4)	Late Abatement	\$ 21.00	2,000	\$ 42,000	\$ -	-	\$ -	\$ (21.00)	(2,000)	\$ (42,000)	\$ (42,000)	This fee item is being deleted and separated into two items, 16.0215 (c) (4) (A) and 16.0215C (c) (4) (B), to provide clarification to property owners of actual charge. If this fee item is approved, approval of 16.0215 (c) (4) (A) and 16.0215C (c) (4) (B) are also required.
16.0215C (c) (4) (A)	Extension requested	\$ -	-	\$ -	\$ 21.00	100	\$ 2,100	\$ 21.00	100	\$ 2,100	\$ 2,100	This fee item is being added to separate 16.0215C (c) (4) into two items 16.0215C (c) (4) (A) and 16.0215C (c) (4) (B), to provide clarification to property owners of actual charge. If this item is approved, approval of 16.0215 (c) (4) and 16.0215 (c) (4) (B) are also required.
16.0215C (c) (4) (B)	Abatement - Done by Owner after initial deadline	\$ -	-	\$ -	\$ 92.00	1,900	\$ 174,800	\$ 92.00	1,900	\$ 174,800	\$ 174,800	Based on an analysis of Salary & Benefits, Services & Supply costs and the time required to perform these functions, staff has determined that it is necessary to change the current fee as indicated in order to more accurately charge for services and ensure that there will be no impact on Local Cost. This fee item is being added to separate 16.0215C (c) (4) into two items 16.0215C (c) (4) (A) and 16.0215C (c) (4) (B), to allow for the inspection of a non compliant property to be billed to the property owner if they fail to comply after the third notice and the final deadline has passed. The department then arranges for a contractor to perform the work, when the contractor arrives and finds the work has been completed, but the Fire Hazard Abatement staff is required to perform an additional inspection of the property. There are no charges to property owners who meet the date requirements as indicated on the first notification, only those property owners who do not meet the initial required deadline incur any charges. If this fee item is approved, approval of 16.0215C (c) (4) and 16.0215C (c) (4) (A)

General Plan Update

DESCRIPTION OF MAJOR SERVICES

The Advance Planning Division prepares the County General Plan every ten to fifteen years. The current update cycle completion date is estimated for fiscal year 2005-06.

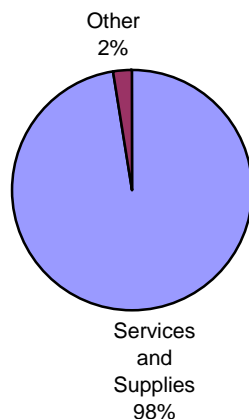
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

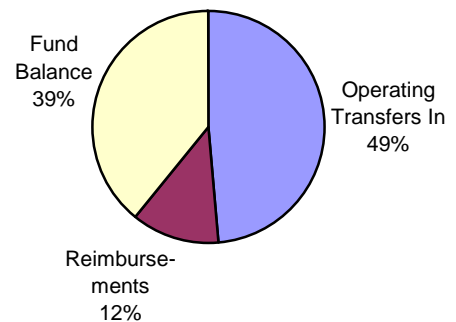
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	320,000	2,312,826	1,550,000	1,805,299
Total Financing Sources	1,017,490	1,000,000	1,042,473	1,000,000
Fund Balance		1,312,826		805,299

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures are typically less than budget. The amount not expended is carried over to the subsequent year's budget. Land Use Services Advance Planning Division manages this project, with completion projected during 2005-06.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Land Use Services
 FUND: General Plan Update

BUDGET UNIT: RHJ LUS
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Services and Supplies	1,800,000	2,513,322	-	-	-	2,513,322	(508,023)	2,005,299
Transfers	-	49,504	-	-	-	49,504	496	50,000
Total Exp Authority	1,800,000	2,562,826	-	-	-	2,562,826	(507,527)	2,055,299
Reimbursements	(250,000)	(250,000)	-	-	-	(250,000)	-	(250,000)
Total Appropriation	1,550,000	2,312,826	-	-	-	2,312,826	(507,527)	1,805,299
Departmental Revenue								
Use of Money & Prop	42,473	-	-	-	-	-	-	-
Total Revenue	42,473	-	-	-	-	-	-	-
Operating Transfers In	1,000,000	1,000,000	-	-	-	1,000,000	-	1,000,000
Total Financing Sources	1,042,473	1,000,000	-	-	-	1,000,000	-	1,000,000
Fund Balance		1,312,826	-	-	-	1,312,826	(507,527)	805,299

SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: General Plan Update
 BUDGET UNIT: RHJ LUS

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENT

	Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Professional Services Decrease in General Plan Consultant payments, per the contract.	-	(150,000)	-	(150,000)
2.	Professional Services Decrease in Fund Balance available.	-	(358,023)	-	(358,023)
3.	Transfers Out Increase in the estimated amount transferred to the Advanced Planning division for the GIS Tech Support.	-	496	-	496
	Total	-	(507,527)	-	(507,527)



Habitat Conservation Program

DESCRIPTION OF MAJOR SERVICES

The Habitat Conservation program is the responsibility of the Advance Planning Division of the Land Use Services Department. This budget was created in January 1999, in response to the January 12, 1999 Board of Supervisors action to continue work on preparation of the Multi-Species Habitat Conservation Plan for the San Bernardino Valley. The Habitat Conservation Plan is a study of endangered species located in the San Bernardino Valley that will conclude in recommendations regarding protection and mitigation of habitat to facilitate contiguous development opportunities.

There is no staffing associated with this budget unit.

This project is currently on hold, while the requirements and funding sources are re-evaluated and a decision is made regarding continuing this program.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	1,025	142,735	226	143,992
Departmental Revenue	4,277	-	1,483	-
Fund Balance		142,735		143,992
Budgeted Staffing		-		-

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures are typically less than budget. The amount not expended is carried over to the subsequent year's budget.

GROUP: Econ Dev/Public Svc
DEPARTMENT: Land Use Services
FUND: Habitat Conservation

BUDGET UNIT: RHC PLN
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
<u>Appropriation</u>								
Services and Supplies	226	142,735	-	-	-	142,735	1,257	143,992
Total Appropriation	226	142,735	-	-	-	142,735	1,257	143,992
<u>Departmental Revenue</u>								
Use of Money & Prop	1,483	-	-	-	-	-	-	-
Total Revenue	1,483	-	-	-	-	-	-	-
Fund Balance		142,735	-	-	-	142,735	1,257	143,992



SCHEDULE C

DEPARTMENT: Land Use Services
 FUND: Habitat Conservation
 BUDGET UNIT: RHC PLN

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Increase in Fund Balance available.	-	1,257	-	1,257
Total		-	1,257	-	1,257



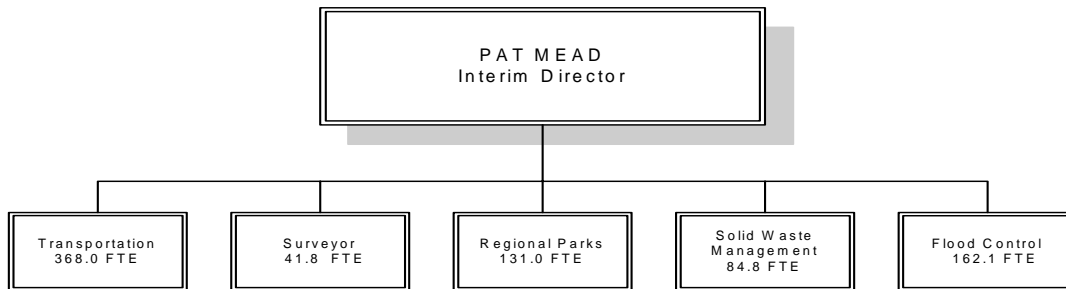
PUBLIC WORKS

Patrick J. Mead

MISSION STATEMENT

The San Bernardino County Department of Public Works provides a broad range of services and infrastructure that helps to produce safe and desirable communities for the County's residents. Areas of responsibility include Roads, Traffic, Flood Control, Storm Water Quality, Water Conservation, Solid Waste services, County Surveyor functions, as well as Regional Park facilities and programs.

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2004-05						
	Operating Exp/ Appropriation	Revenue	Local Cost	Fund Balance	Revenue Over/ (Under) Exp	Staffing
Regional Parks Division:						
Regional Parks	7,189,007	6,129,148	1,059,859			117.1
County Trail System	2,210,871	2,249,259		(38,388)		4.0
Proposition 12 Projects	2,899,896	3,065,672		(165,776)		-
Proposition 40 Projects	5,745,820	5,551,538		194,282		-
Moabi Boat Launching Facility	1,072,792	1,117,174		(44,382)		-
Glen Helen Amphitheater	1,286,609	1,132,506		154,103		-
Hyundai Pavilion Improvements	215,009	30,000		185,009		-
Park Maintenance/Development	760,573	180,000		580,573		-
Calico Ghost Town Marketing Svcs	400,631	381,900		18,731		1.0
Off-Highway Vehicle License Fee	128,012	40,000		88,012		-
Park Snack Bars	67,603	76,000			8,397	1.3
Camp Bluff Lake	292,594	328,650			36,056	7.6
Surveyor Function:						
Surveyor	3,563,358	3,563,358	-			41.8
Survey Monument Preservation	461,503	125,160		336,343		-
Transportation Division:						
Road Operations	75,312,457	59,938,842		15,373,615		368.0
Caltrans Contract	155,920	4,868		151,052		-
Etiwanda Interchange Improvement	106,917	47,634		59,283		-
High Desert Corridor Project	888,100	756,539		131,561		-
Facilities Development Plans	4,528,964	1,058,806		3,470,158		-
Measure I Program	19,991,524	10,583,625		9,407,899		-
Solid Waste Mgmt Division:						
Operations	56,353,012	56,580,789			227,777	84.8
Site Closure and Maintenance	20,038,427	13,323,915			(6,714,512)	-
Site Enhancement and Expansion	21,897,101	8,375,716			(13,521,385)	-
Groundwater Remediation	9,832,790	9,089,463			(743,327)	-
Environmental Remediation	2,501,000	2,377,030			(123,970)	-
SUB-TOTAL	237,900,490	186,107,592	1,059,859	29,902,075	(20,830,964)	625.6
Flood Control District:						
Consolidated Funds	107,787,767	59,387,002		48,400,765		162.1
Equipment Fund	1,956,905	1,435,000			(521,905)	-
GRAND TOTAL	347,645,162	246,929,594	1,059,859	78,302,840	(21,352,869)	787.7

Note: The Flood Control District is reported separately in the Special Districts Budget Book.



Regional Parks

DESCRIPTION OF MAJOR SERVICES

The Regional Parks Division is responsible for the operation and maintenance of nine regional parks located throughout the County. These parks, which encompass approximately 9,000 acres, are as follows: Prado (Chino), Cucamonga-Guasti (Ontario), Glen Helen (San Bernardino), Mojave River Forks (Summit Valley), Mojave Narrows (Victorville), Moabi (Needles), Lake Gregory (Crestline), Yucaipa, and Calico Ghost Town (Yermo). The division also oversees the operation of 180 acres at the Big Morongo Canyon Wildlife Preserve in Morongo Valley. Together, these parks offer open space, trails, camping, swimming, fishing, picnicking, equestrian activities, playing fields, and other recreational opportunities to the public. The division sponsors special cultural, educational and promotional events through the use of park resources and contractual agreements with private, non-profit, and other public entities.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	6,363,461	6,766,471	6,764,690	7,189,007
Departmental Revenue	5,728,337	5,812,110	6,005,225	6,129,148
Local Cost	635,124	954,361	759,465	1,059,859
Budgeted Staffing		117.1		117.1

Workload Indicators

Attendance:

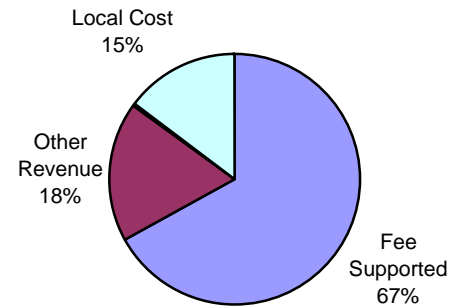
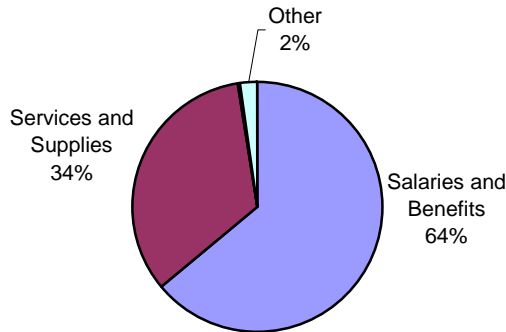
Calico Ghost Town	314,531	346,300	317,000	321,000
Moabi	295,206	331,700	306,000	309,000
Glen Helen	528,855	653,000	535,100	537,000
Mojave Narrows	79,604	86,000	81,000	82,000
Prado	266,501	281,000	267,500	269,000
Cucamonga - Guasti	149,765	160,700	150,500	152,000
Yucaipa	301,135	331,000	310,000	313,000
Lake Gregory	281,201	293,000	283,000	285,000
Mojave River Forks	10,368	12,000	11,400	12,000
Total Attendance	2,227,166	2,494,770	2,261,500	2,280,000

The decrease in workload indicators for FY 2004-05 is due to the method of which attendance is now being determined. The FY 2004-05 budgeted attendance reflects a more finite count while the previous year's budgeted amount was based on a formula that estimated attendance by the approximate visitors per car.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: General

BUDGET UNIT: AAA CCP
 FUNCTION: Recreation & Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	4,285,724	4,347,778	249,618	-	-	4,597,396	-	4,597,396
Services and Supplies	2,430,572	2,255,999	69,448	(115,723)	(103,184)	2,106,540	319,953	2,426,493
Central Computer	21,294	21,294	5,339	-	-	26,633	-	26,633
Transfers	157,500	155,400	-	-	-	155,400	3,485	158,885
Total Exp Authority	6,895,090	6,780,471	324,405	(115,723)	(103,184)	6,885,969	323,438	7,209,407
Reimbursements	(130,400)	(14,000)	-	-	-	(14,000)	(6,400)	(20,400)
Total Appropriation	6,764,690	6,766,471	324,405	(115,723)	(103,184)	6,871,969	317,038	7,189,007
Departmental Revenue								
Use of Money & Prop	1,235,400	1,180,800	-	-	-	1,180,800	77,700	1,258,500
Current Services	4,720,600	4,582,310	-	-	-	4,582,310	252,738	4,835,048
Other Revenue	34,600	49,000	-	-	-	49,000	(13,400)	35,600
Other Financing Source	14,625	-	-	-	-	-	-	-
Total Revenue	6,005,225	5,812,110	-	-	-	5,812,110	317,038	6,129,148
Local Cost	759,465	954,361	324,405	(115,723)	(103,184)	1,059,859	-	1,059,859
Budgeted Staffing		117.1	-	-	-	117.1	-	117.1



DEPARTMENT: Public Works - Regional Parks
 FUND: General
 BUDGET UNIT: AAA CCP

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	117.1	6,766,471	5,812,110	954,361
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	249,618	-	249,618
Internal Service Fund Adjustments	-	74,787	-	74,787
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	324,405	-	324,405
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(115,723)	-	(115,723)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(115,723)	-	(115,723)
Impacts Due to State Budget Cuts	-	(103,184)	-	(103,184)
TOTAL BASE BUDGET	117.1	6,871,969	5,812,110	1,059,859
Department Recommended Funded Adjustments	-	317,038	317,038	-
TOTAL 2004-05 PROPOSED BUDGET	117.1	7,189,007	6,129,148	1,059,859

SCHEDULE B

DEPARTMENT: Public Works - Regional Parks
 FUND: General
 BUDGET UNIT: AAA CCP

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Services and Supplies	-	(103,184)	-	(103,184)
Budgeted costs for park maintenance have been reduced to offset the reduction in local cost resulting from state budget impacts. See Department recommended funded adjustment #1 for restoration.				
Total	-	(103,184)	-	(103,184)



SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: General
 BUDGET UNIT: AAA CCP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	Services and Supplies * Restoration of park maintenance budget reduced as a result of the state budget impact (\$103,184). * Restoration of budget cuts to park maintenance & fish purchases implemented in FY 2003-04 (\$135,150). * Increase of \$30,000 for additional purchases of fish to stock the parks' lakes. * Increase of \$20,000 for additional telephone service, FAS lines, and automated attendance. * Increase of \$13,500 for additional rowboats and pedal boats. * Increase of \$11,000 for additional vehicle charges. * Various other increases totaling \$7,119.	-	319,953	-	319,953
3.	Transfers A slight increase in transfers due to additional EHAP charges.	-	3,485	-	3,485
4.	Reimbursements The Senior Meals Luncheon program at Lake Gregory Regional Park has expanded its services to provide two meals each month as compared to one previously. Therefore, reimbursements from the Department of Economic and Community Development are expected to be greater than in FY 2003-04.	-	(6,400)	-	(6,400)
5.	Revenue From Use of Money and Property An anticipated increase in revenues from concessionaires, primarily from the opening of the newly renovated Calico Restaurant.	-	-	77,700	(77,700)
6.	Current Services Revenue This increase is primarily due to the addition of 70 new hookup camping sites at Moabi Regional Park and 10 new hookups at Calico Regional Park.	-	-	252,738	(252,738)
7.	Other Revenue Taxes sales to the public are being reduced due to the sale of antiquated equipment during FY 2003-04.	-	-	(13,400)	13,400
Total		-	317,038	317,038	-



SCHEDULE D

DEPARTMENT: Public Works - Regional Parks
 FUND: General
 BUDGET UNIT: AAA CCP

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Trails Maintenance - Additional staff and equipment <p>The Regional Parks Division is responsible for a trail inventory that includes over 20 miles of hiking/biking and equestrian trails throughout San Bernardino County. The grant funded trail projects require a 20 year commitment for operations and maintenance. To meet this commitment, the division is in need of a Park Ranger II and a 4-wheel drive maintenance truck to patrol and maintain the County's trail system. This is essential for ensuring the public's safe use of the trails. An unsafe and poorly maintained trail system would diminish the public's enjoyment, and could negatively impact the prospects of receiving future grant funding. Approval of this policy item would increase the General Fund support that Regional Parks currently receives and transfers to the Trails Program. The total cost of this request for FY 2004-05 is \$132,055, which includes a one time cost of \$65,000 for the truck purchase. Therefore, the ongoing cost of this item would be \$67,055 per year (effective FY 2005-06) for the Park Ranger II and the operations/maintenance costs related to the truck.</p>	1.0	132,055	-	132,055
2	Increased Support for the Trails Program <p>The Trails Program is a Board mandated program that has been in existence for 5 years. In FY 1999-00, the Board approved an annual \$130,098 General Fund contribution to support this program. Since that time, the Regional Parks Division has not received any increases in General Fund support for additional staffing, operations or maintenance costs. Due to MOU, retirement, and workers' compensation adjustments, costs to maintain the program will be increasing by \$16,418 in FY 2004-05 just for salaries and benefit alone. Some of these costs can continue to be covered by grant funds that allow for project management and administrative expenses. However, there is still a need for additional support for overhead, maintenance, office administration, and financial budgeting/tracking. This policy item requests a \$50,000 increase in General Fund support to bridge the gap between the current funding level and the actual costs to operate the program.</p>	-	50,000	-	50,000
Total		<u>1.0</u>	<u>182,055</u>	<u>-</u>	<u>182,055</u>

SCHEDULE E

DEPARTMENT: Public Works - Regional Parks
 FUND: General
 BUDGET UNIT: AAA CCP

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Language change to length of stay for Recreation Vehicles (RV) at Prado Regional Park <p>Section 16.0223(e)(3)(D) of the County code allows park visitors to use the RV sites at Prado for up to a maximum of five months during a six month period. The Regional Parks Division is requesting that the length of stay be modified to a maximum of one month separated by a minimum of two weeks when the camper unit is removed from the Park. The actual fee amount will remain at \$400 per month; consequently, approval of this request will have no financial impact.</p>	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Regional Parks
FUND NAME : General
BUDGET UNIT: AAA CCP
PROGRAM: Regional Parks Division

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 7,189,007

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 7,189,007

DIFFERENCES
(See Following Page
for Details)

\$ -

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	-
Fee Revenue for fees not listed	4,835,048
Non Fee Revenue	1,294,100
Local Cost	1,059,859
Budgeted Sources	\$ 7,189,007

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	-
Fee Revenue for fees not listed	4,835,048
Non Fee Revenue	1,294,100
Local Cost	1,059,859
Revised Sources	\$ 7,189,007

-
-
-
-
-

\$ -

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	-
Total	\$ -

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
Section 16.0223(e)(3)(D) of the County Code allows visitors of Prado Regional Park to use Recreational Vehicle sites for up to a maximum of five months during a six month period. The Regional Parks Division is requesting that the length of stay be modified to a maximum of one month separated by a minimum of two weeks when the camper unit is removed from the Park. The actual fee amount will remain at \$400 per month; consequently, approval of this request will have no financial impact.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Regional Parks
FUND NAME : General
PROGRAM: Regional Parks Division

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0223(e)(3)(D)	Recreational Vehicle site fee at Prado Regional Park	\$400/month			\$400/month			No Change	-	\$ -	\$ -	Section 16.0223(e)(3)(D) of the County Code allows visitors of Prado Regional Park to use Recreational Vehicle sites for up to a maximum of five months during a six month period. The Regional Parks Division is requesting that the length of stay be modified to a maximum of one month separated by a minimum of two weeks when the camper unit is removed from the Park. The actual fee amount will remain at \$400 per month; consequently, approval of this request will have no financial impact.

County Trail System

DESCRIPTION OF MAJOR SERVICES

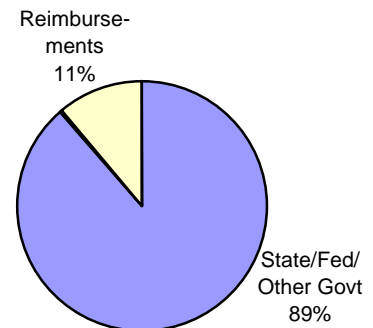
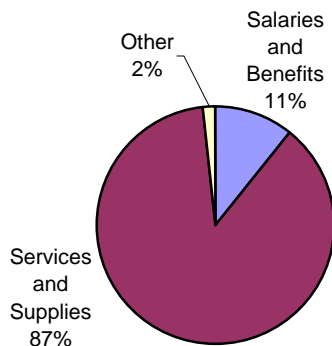
Regional Parks Division is the steward of the County's Regional Trail Program charged with the development, operation and maintenance of diversified trails throughout the County. This continuous trail system will be enjoyed by the region's burgeoning population for cycling, hiking and equestrian use, linking open space with parks and non-motorized transportation corridors.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	994,711	9,184,203	3,232,841	2,210,871
Departmental Revenue	156,336	9,225,000	3,235,250	2,249,259
Fund Balance		(40,797)		(38,388)
Budgeted Staffing		4.0		4.0

The FY 2003-04 estimated expenditures are approximately \$6.0 million less than budget primarily because of the \$3.3 million Santa Ana River Parkway Project being delayed pending completion of the required environmental studies, and the \$2.2 million project for Phase III of the Santa Ana River Trail (from Waterman Ave. to Alabama St.) awaiting approval of the State's contractual process. Since the County receives funds for these projects on a reimbursable basis, the estimated revenues for FY 2003-04 are correspondingly less than budget.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget is expected to increase fund balance by \$38,388.



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: County Trail System

BUDGET UNIT: RTS CCP
 FUNCTION: Recreation & Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	233,671	237,976	16,418	-	-	254,394	18,438	272,832
Services and Supplies	3,133,575	9,075,632	-	-	-	9,075,632	(6,901,149)	2,174,483
Transfers	693	693	-	-	-	693	44,071	44,764
Total Exp Authority	3,367,939	9,314,301	16,418	-	-	9,330,719	(6,838,640)	2,492,079
Reimbursements	(135,098)	(130,098)	-	-	-	(130,098)	(151,110)	(281,208)
Total Appropriation	3,232,841	9,184,203	16,418	-	-	9,200,621	(6,989,750)	2,210,871
Departmental Revenue								
Use of Money & Prop	8,800	10,000	-	-	-	10,000	(3,194)	6,806
State, Fed or Gov't Aid	3,215,000	8,615,000	16,418	-	-	8,631,418	(6,388,965)	2,242,453
Other Revenue	11,450	600,000	-	-	-	600,000	(600,000)	-
Total Revenue	3,235,250	9,225,000	16,418	-	-	9,241,418	(6,992,159)	2,249,259
Fund Balance		(40,797)	-	-	-	(40,797)	2,409	(38,388)
Budgeted Staffing		4.0	-	-	-	4.0	-	4.0

DEPARTMENT: Public Works - Regional Parks
 FUND: County Trail System
 BUDGET UNIT: RTS CCP

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	4.0	9,184,203	9,225,000	(40,797)
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	16,418	16,418	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	16,418	16,418	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	4.0	9,200,621	9,241,418	(40,797)
Department Recommended Funded Adjustments	-	(6,989,750)	(6,992,159)	2,409
TOTAL 2004-05 PROPOSED BUDGET	4.0	2,210,871	2,249,259	(38,388)



SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: County Trail System
 BUDGET UNIT: RTS CCP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Salaries and Benefits This additional amount is to reflect the cost of step increases as well as an employee being hired at a step greater than what was budgeted in the previous year.	-	18,438	-	18,438
2.	Services and Supplies Decrease due to encumbering a contract for the Santa Ana River Trail in FY 2003/04, in addition to transferring the appropriations for River Parkway projects to the Proposition 40 budget (Fund RKM).	-	(6,901,149)	-	(6,901,149)
3.	Transfers Increased transfers to other departments for project design, project management and construction engineering services.	-	44,071	-	44,071
4.	Reimbursements Increased reimbursements for administration of Proposition 12 and Proposition 40 projects being administered by employees of the Trails program.	-	(151,110)	-	(151,110)
5.	Revenue From Use of Money and Property Decrease in interest revenue based on a reduced cash balance.	-	-	(3,194)	3,194
6.	State, Federal, or Other Governmental Aid Revenues for River Parkway projects have been moved to the Proposition 40 budget (Fund RKM).	-	-	(6,388,965)	6,388,965
7.	Other Revenue Anticipated revenue from The Wildlands Conservancy for the environmental and master plan for Colton Regional Park will now be received in the Proposition 40 fund.	-	-	(600,000)	600,000
Total		-	(6,989,750)	(6,992,159)	2,409



Proposition 12 Projects

DESCRIPTION OF MAJOR SERVICES

Proposition 12 is the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000, responding to the recreational and open-space needs of a growing population and expanding urban communities. The Program is intended to revive state Stewardship of natural resources by investing in neighborhood and state parks to meet the urgent need for safe, open and accessible local park and recreational facilities. Regional Parks' total allocation of Proposition 12 funds is \$4,832,410. On January 29, 2002, the Board of Supervisors approved a list of projects to be funded by this financing source.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Requirements	226,908	1,963,990	1,652,774	2,899,896
Departmental Revenue	26,714	2,164,184	1,687,192	3,065,672
Fund Balance		(200,194)		(165,776)
Budgeted Staffing		-		-

GROUP: Econ Dev/Public Svc
DEPARTMENT: Public Works - Regional Parks
FUND: Proposition 12 Projects

BUDGET UNIT: RKL RGP
FUNCTION: Recreation and Cultural Services
ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	25,000	1,963,990	-	-	-	1,963,990	(1,957,990)	6,000
Improvement to Land	601,500	-	-	-	-	-	1,512,198	1,512,198
Improve to Struct	1,126,274	-	-	-	-	-	1,381,698	1,381,698
Total Exp Authority	1,752,774	1,963,990	-	-	-	1,963,990	935,906	2,899,896
Reimbursements	(300,000)	-	-	-	-	-	-	-
Total Appropriation	1,452,774	1,963,990	-	-	-	1,963,990	935,906	2,899,896
Oper Trans Out	200,000	-	-	-	-	-	-	-
Total Requirements	1,652,774	1,963,990	-	-	-	1,963,990	935,906	2,899,896
Departmental Revenue								
Use of Money & Prop	1,154	-	-	-	-	-	1,200	1,200
State, Fed or Gov't Aid	1,686,038	2,164,184	-	-	-	2,164,184	900,288	3,064,472
Total Revenue	1,687,192	2,164,184	-	-	-	2,164,184	901,488	3,065,672
Fund Balance		(200,194)	-	-	-	(200,194)	34,418	(165,776)



SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Proposition 12 Projects
 BUDGET UNIT: RKL RGP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENT

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Decrease reflects a reclassification to either Improvements to Land or Improvements to Structures.	-	(1,957,990)	-	(1,957,990)
2.	Improvements to Land Increase reflects a reclassification from Services and Supplies.	-	1,512,198	-	1,512,198
3.	Improvements to Structures Increase reflects a reclassification from Services and Supplies, in addition to new projects scheduled for FY 2004-05.	-	1,381,698	-	1,381,698
4.	Revenue From Use of Money and Property Minimal increased in interest revenue based on cash balance available.	-	-	1,200	(1,200)
5.	State, Federal, or Other Governmental Aid Additional revenue is anticipated based on the number of State funded projects expected to be completed.	-	-	900,288	(900,288)
Total		-	935,906	901,488	34,418



Proposition 40 Projects

DESCRIPTION OF MAJOR SERVICES

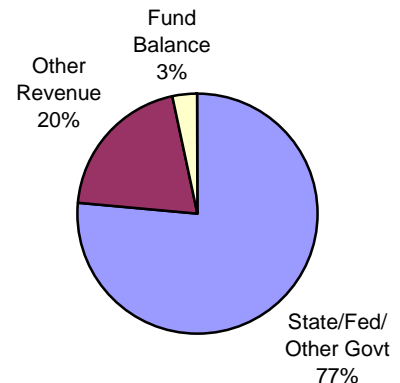
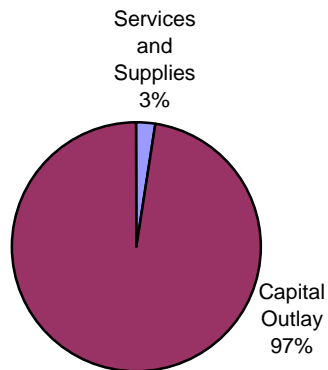
Proposition 40 is the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2002, responding to the recreational and open-space needs of a growing population and expanding urban communities. The Program is intended to revive state Stewardship of natural resources by investing in neighborhood and state parks to meet the urgent need for safe, open and accessible local park and recreational facilities. Regional Parks' total allocation of Proposition 40 funds is \$4,858,000. On December 16, 2003, the Board of Supervisors approved a list of projects to be funded by this financing source.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	-	1,000,000	629,000	5,745,820
Departmental Revenue	-	1,000,000	823,282	5,551,538
Fund Balance		-		194,282
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Proposition 40 Projects

BUDGET UNIT: RKM RGP
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	-	990,000	-	-	-	990,000	(840,000)	150,000
Land	-	-	-	-	-	-	1,150,000	1,150,000
Improvement to Land	553,000	-	-	-	-	-	2,871,820	2,871,820
Improve to Struct	76,000	-	-	-	-	-	1,574,000	1,574,000
Transfers	-	10,000	-	-	-	10,000	(10,000)	-
Total Appropriation	629,000	1,000,000	-	-	-	1,000,000	4,745,820	5,745,820
Departmental Revenue								
Use of Money & Prop	300	-	-	-	-	-	5,100	5,100
State, Fed or Gov't Aid	422,982	1,000,000	-	-	-	1,000,000	3,396,438	4,396,438
Current Services	400,000	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	1,150,000	1,150,000
Total Revenue	823,282	1,000,000	-	-	-	1,000,000	4,551,538	5,551,538
Fund Balance		-	-	-	-	-	194,282	194,282

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Proposition 40 Projects
 BUDGET UNIT: RKM RGP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Decrease reflects a reclassification to either Improvements to Land or Improvements to Structures.	-	(840,000)	-	(840,000)
2. Land acquisition Land acquisition for the planned Colton Regional Park is expected to occur in FY 2004-05.	-	1,150,000	-	1,150,000
3. Improvements to Land Increase reflects a reclassification from Services and Supplies, in addition to new projects scheduled for FY 2004-05.	-	2,871,820	-	2,871,820
4. Improvements to Structures Increase reflects a reclassification from Services and Supplies, in addition to new projects scheduled for FY 2004-05.	-	1,574,000	-	1,574,000
5. Transfers Appropriations for Transfers have been reclassified to Improvements to Land and Structures.	-	(10,000)	-	(10,000)
6. Revenue From Use of Money and Property Increased interest revenue based on estimated cash balance.	-	-	5,100	(5,100)
7. State, Federal, or Other Governmental Aid Additional revenue is anticipated based on the number of State funded projects expected to be completed in FY 2004-05.	-	-	3,396,438	(3,396,438)
8. Other Revenue Revenues to be received from the Wildlands Conservancy for the Colton Regional Park land acquisition.	-	-	1,150,000	(1,150,000)
Total	-	4,745,820	4,551,538	194,282



Moabi Regional Park Boat Launching Facility

DESCRIPTION OF MAJOR SERVICES

The Regional Parks Division was awarded a \$1,273,000 grant from the California Department of Boating and Waterways in July 2002 for the purpose of renovating the Moabi Regional Park Boat Launching Facility. This grant will fund improvements that will provide additional opportunities for the public to enjoy recreational water activities including boating, fishing and waterskiing.

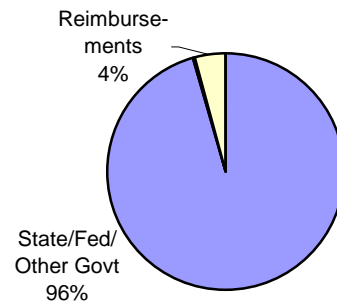
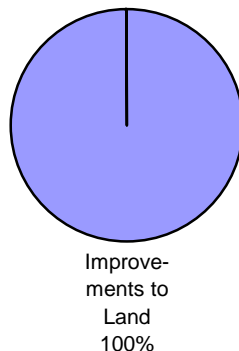
There is no staffing associated with this budget unit

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	375,602	948,000	(122,000)	1,072,792
Departmental Revenue	207,795	1,115,807	1,425	1,117,174
Fund Balance		(167,807)		(44,382)
Budgeted Staffing		-		-

The estimated expenditures for FY 2003-04 are negative due to this budget unit being reimbursed by the County Trail System for costs incurred in a previous year. This project has been delayed until completion of the environmental study. It is expected that the construction phase for this project should commence by November 2004 and be completed by April 2005.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget is expected to increase fund balance by \$44,382.



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Moabi Boat Launching Facility

BUDGET UNIT: RTP CCP
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	(130,000)	948,000	-	-	-	948,000	(948,000)	-
Improvement to Land	8,000	-	-	-	-	-	1,122,792	1,122,792
Total Exp Authority	(122,000)	948,000	-	-	-	948,000	174,792	1,122,792
Reimbursements	-	-	-	-	-	-	(50,000)	(50,000)
Total Appropriation	(122,000)	948,000	-	-	-	948,000	124,792	1,072,792
Departmental Revenue								
Use of Money & Prop	1,425	-	-	-	-	-	975	975
State, Fed or Gov't Aid	-	1,115,807	-	-	-	1,115,807	392	1,116,199
Total Revenue	1,425	1,115,807	-	-	-	1,115,807	1,367	1,117,174
Fund Balance		(167,807)	-	-	-	(167,807)	123,425	(44,382)

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Moabi Boat Launching Facility
 BUDGET UNIT: RTP CCP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Decrease reflects a reclassification to Improvements to Land	-	(948,000)	-	(948,000)
2. Improvements to Land Increase primarily due to the reclassification of appropriations from Services and Supplies.	-	1,122,792	-	1,122,792
3. Reimbursements Reimbursement from the Proposition 40 fund for their share of a contract that was encumbered in this budget unit. The contract was with Concept Marine Associates for design services related to the Boat Launching Facility and other infrastructure improvements at Moabi Regional Park. It is the cost of these other improvements that is being reimbursed by the Proposition 40 fund.	-	(50,000)	-	(50,000)
4. Revenue From Use of Money and Property Anticipated interest revenue based on the fund's estimated cash balance.	-	-	975	(975)
5. State, Federal, or Other Governmental Aid A slight increase is anticipated in State aid representing the balance of grant funding available for the project.	-	-	392	(392)
Total	-	124,792	1,367	123,425



Glen Helen Amphitheater

DESCRIPTION OF MAJOR SERVICES

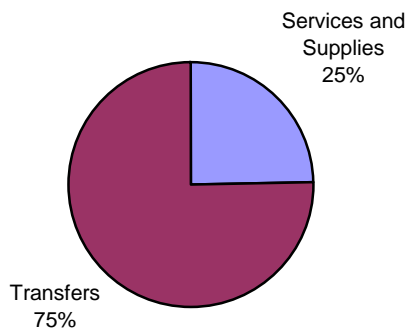
This budget unit was established to account for lease payments received annually from the operators of the amphitheater at Glen Helen Regional Park. Each year, this revenue is transferred to the county general fund to abate the cost of the facility's debt service payment.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

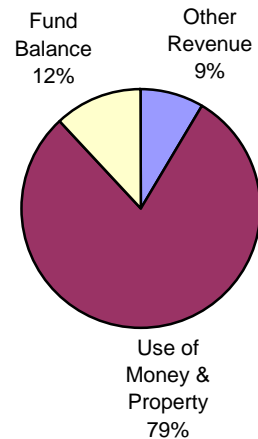
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	862,650	1,140,960	972,100	1,286,609
Departmental Revenue	909,543	1,087,000	1,072,243	1,132,506
Fund Balance		53,960		154,103
Budgeted Staffing		-		-

2004-05 BREAKDOWN AUTHORITY



BY EXPENDITURE

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Glen Helen Amphitheater

BUDGET UNIT: SGH CAO
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	-	168,860	-	-	-	168,860	148,249	317,109
Transfers	972,100	972,100	-	-	-	972,100	(2,600)	969,500
Total Appropriation	972,100	1,140,960	-	-	-	1,140,960	145,649	1,286,609
Departmental Revenue								
Use of Money & Prop	960,243	975,000	-	-	-	975,000	45,506	1,020,506
Other Revenue	112,000	112,000	-	-	-	112,000	-	112,000
Total Revenue	1,072,243	1,087,000	-	-	-	1,087,000	45,506	1,132,506
Fund Balance		53,960	-	-	-	53,960	100,143	154,103

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Glen Helen Amphitheater
 BUDGET UNIT: SGH CAO

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Increased based on additional fund balance and anticipated revenues for 2004-05. This budget unit's entire fund balance available for 2004-05 is being appropriated in services and supplies.		148,249	-	148,249
2. Transfers Minimal decrease in transfers for 2004-05.	-	(2,600)	-	(2,600)
3. Revenue From Use of Money and Property Additional revenue based on an increase to the fixed minimum annual rent in accordance will contract No. 92-1023.	-	-	45,506	(45,506)
Total	-	145,649	45,506	100,143



Maintenance/Development

DESCRIPTION OF MAJOR SERVICES

This special revenue fund was established to provide for the maintenance, development and emergency repair at all regional parks. The costs associated with this fund are financed through a five percent allocation of park admission fees.

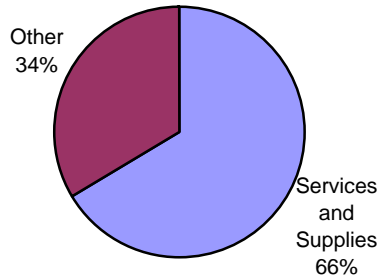
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

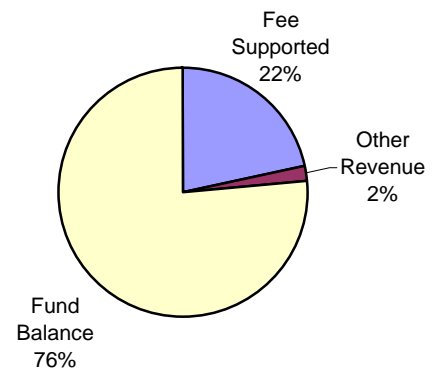
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	662,523	1,441,634	1,360,482	760,573
Departmental Revenue	1,118,550	185,000	684,421	180,000
Fund Balance		1,256,634		580,573
Budgeted Staffing		-		-

The estimated revenues for FY 2003-04 are approximately \$500,000 greater than budget due to the unanticipated proceeds from the sale of Baldwin Lake properties. The last of these properties were recently sold; consequently, there will be no further proceeds from this source in the future.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Park Maintenance/Development

BUDGET UNIT: SPR CCR
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	1,011,882	1,070,982	-	-	-	1,070,982	(566,509)	504,473
Equipment	348,600	370,652	-	-	-	370,652	(114,552)	256,100
Total Appropriation	1,360,482	1,441,634	-	-	-	1,441,634	(681,061)	760,573
Departmental Revenue								
Use of Money & Prop	20,000	20,000	-	-	-	20,000	(5,000)	15,000
Current Services	664,421	165,000	-	-	-	165,000	-	165,000
Total Revenue	684,421	185,000	-	-	-	185,000	(5,000)	180,000
Fund Balance		1,256,634	-	-	-	1,256,634	(676,061)	580,573

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Park Maintenance/Development
 BUDGET UNIT: SPR CCR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Decrease mainly the result of reduction in fund balance.	-	(566,509)	-	(566,509)
2. Equipment Decrease in equipment purchases also due to less fund balance available.	-	(114,552)	-	(114,552)
3. Revenue From Use of Money and Property Reduction in fund balance will result in a decrease in interest revenue.	-	-	(5,000)	5,000
Total	-	(681,061)	(5,000)	(676,061)



Calico Ghost Town Marketing Svcs

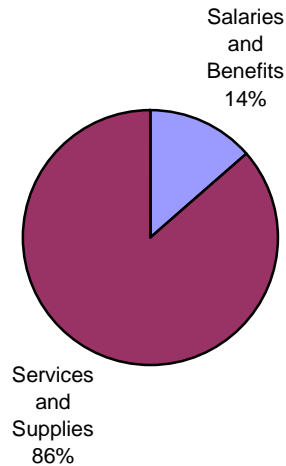
DESCRIPTION OF MAJOR SERVICES

This special revenue fund was established to provide separate accountability and operations of marketing services for Calico Ghost Town Regional Park. A portion of revenues from the Calico Ghost Town concessionaires and park admission fees are used to advertise and market several special events including Calico Days, Spring Festival, Hullabaloo, and the Fine Arts Show.

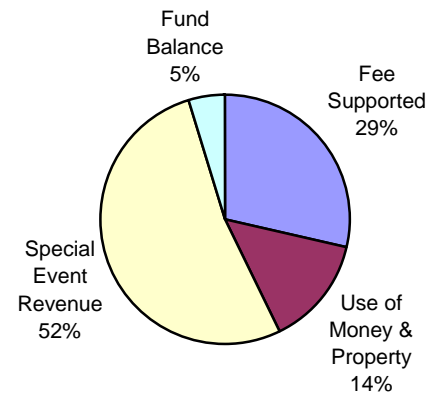
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	338,741	428,694	419,563	400,631
Departmental Revenue	380,479	370,500	379,100	381,900
Fund Balance		58,194		18,731
Budgeted Staffing		1.0		1.0

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Calico Ghost Town Marketing Svcs

BUDGET UNIT: SPS CCR
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Promotion

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	46,390	49,541	-	-	-	49,541	5,278	54,819
Services and Supplies	372,500	378,980	-	-	-	378,980	(33,358)	345,622
Transfers	173	173	-	-	-	173	17	190
Total Appropriation	419,063	428,694	-	-	-	428,694	(28,063)	400,631
Departmental Revenue								
Use of Money & Prop	56,200	56,000	-	-	-	56,000	400	56,400
Current Services	120,000	110,000	-	-	-	110,000	5,000	115,000
Special Event Revenue	202,900	204,500	-	-	-	204,500	6,000	210,500
Total Revenue	379,100	370,500	-	-	-	370,500	11,400	381,900
Fund Balance		58,194	-	-	-	58,194	(39,463)	18,731
Budgeted Staffing		1.0	-	-	-	1.0	-	1.0

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Calico Ghost Town Marketing Svcs
 BUDGET UNIT: SPS CCR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Salaries and Benefits An increase in benefits for the marketing specialist.		5,278	-	5,278
2. Services and Supplies A reduction in services and supplies is due to less fund balance available for FY 2004-05.	-	(33,358)	-	(33,358)
3. Transfers A slight increase in EHAP charges.	-	17	-	17
4. Revenue From Use of Money and Property Slight increase due to a rise in tourism at the park.	-	-	400	(400)
5. Revenue from Current Services Slight increase due to a rise in tourism at the park.	-	-	5,000	(5,000)
6. Other Revenue Anticipated increase in festival and special event revenue.	-	-	6,000	(6,000)
Total	-	(28,063)	11,400	(39,463)



Off-Highway Vehicle License Fee

DESCRIPTION OF MAJOR SERVICES

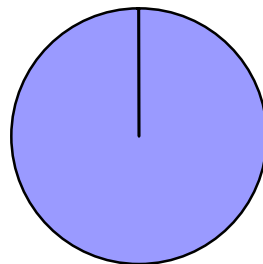
Off-Highway vehicle funds are provided pursuant to state law, and derived from fines for violation of off-highway vehicle operations and licensing. These funds are used for the development of off-highway trails and areas in compliance with state requirements.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

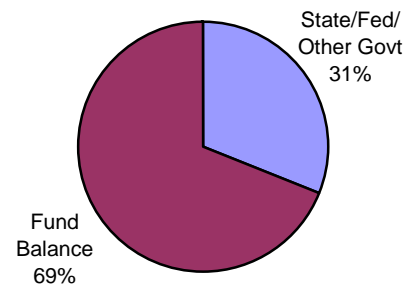
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	6,740	109,012	40,000	128,012
Departmental Revenue	38,910	25,000	44,000	40,000
Fund Balance		84,012		88,012
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



Services
and
Supplies
100%

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Public Works - Regional Parks
FUND: Off-Highway Vehicle License Fee

BUDGET UNIT: SBY AMS
FUNCTION: Recreation and Cultural Services
ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Services and Supplies	40,000	109,012	-	-	-	109,012	19,000	128,012
Total Appropriation	40,000	109,012	-	-	-	109,012	19,000	128,012
Departmental Revenue								
State, Fed or Gov't Aid	44,000	25,000	-	-	-	25,000	15,000	40,000
Total Revenue	44,000	25,000	-	-	-	25,000	15,000	40,000
Fund Balance		84,012	-	-	-	84,012	4,000	88,012



SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Off-Highway Vehicle License Fee
 BUDGET UNIT: SBY AMS

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Increase primarily based on additional revenues anticipated for FY 2004-05.	-	19,000	-	19,000
2.	State, Federal, or Other Governmental Aid Increase in State aid based on historical revenue projections.	-	-	15,000	(15,000)
Total		<u>-</u>	<u>19,000</u>	<u>15,000</u>	<u>4,000</u>



Hyundai Pavilion Improvements

DESCRIPTION OF MAJOR SERVICES

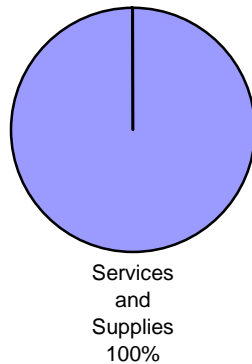
This special revenue fund was established to provide for improvements to the Hyundai Pavilion at Glen Helen Regional Park. These improvements are designed to maintain the amphitheater and its facilities in their current condition in order to preserve a quality entertainment experience for its visitors. This fund is financed jointly by deposits from the Regional Parks Division and the operators of the pavilion.

There is no staffing associated with this budget unit.

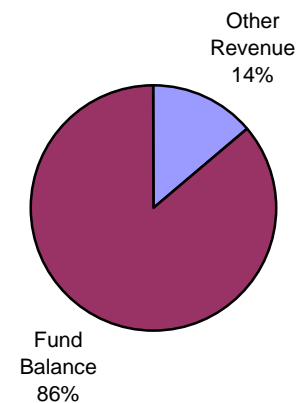
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	5,752	194,509	10,000	215,009
Departmental Revenue	29,083	29,500	30,000	30,000
Fund Balance		165,009		185,009
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Public Works - Regional Parks
FUND: Hyundai Pavilion Improvements

BUDGET UNIT: SGR RGP
FUNCTION: Recreation and Cultural Services
ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	10,000	194,509	-	-	-	194,509	20,500	215,009
Total Appropriation	10,000	194,509	-	-	-	194,509	20,500	215,009
Departmental Revenue								
Use of Money & Prop	5,000	4,500	-	-	-	4,500	500	5,000
Other Revenue	25,000	25,000	-	-	-	25,000	-	25,000
Total Revenue	30,000	29,500	-	-	-	29,500	500	30,000
Fund Balance		165,009	-	-	-	165,009	20,000	185,009



SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Hyundai Pavilion Improvements
 BUDGET UNIT: SGR RGP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Increase primarily based on additional fund balance available.	-	20,500	-	20,500
2.	Revenue From Use of Money and Property Increased interest revenue.	-	-	500	(500)
Total		-	20,500	500	20,000



Regional Parks Snack Bars

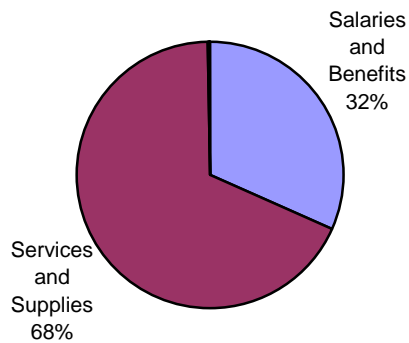
DESCRIPTION OF MAJOR SERVICES

The Regional Parks Division provides staff to operate three snack bars located at the following parks: Glen Helen (island site), Lake Gregory, and Mojave Narrows. Enterprise funds were established for each snack bar to provide management with sound accountability and timely reports. Excess revenue resulting from operations is used to enhance the snack bars or other park operations. Snack bars at other regional parks (Cucamonga-Guasti, Yucaipa, Prado and Glen Helen swimming complex) are operated by a Board-approved private contractor.

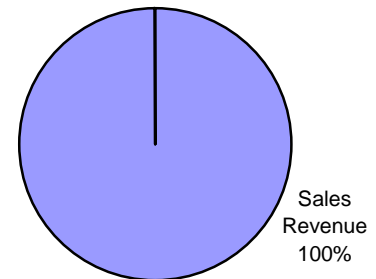
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	69,138	71,129	60,359	67,603
Departmental Revenue	66,162	76,600	71,000	76,000
Revenue Over/(Under) Expense	(2,976)	5,471	10,641	8,397
Budgeted Staffing		1.3		1.3
Fixed Assets	-	-	-	-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget is expected to increase unrestricted net assets by \$ 8,397.



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Park Snack Bars

BUDGET UNIT: EMO, EMP, EMT
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	6,698	23,956	-	-	-	23,956	(2,543)	21,413
Services and Supplies	53,488	47,000	-	-	-	47,000	(1,000)	46,000
Transfers	173	173	-	-	-	173	17	190
Total Operating Expense	60,359	71,129	-	-	-	71,129	(3,526)	67,603
Departmental Revenue								
Sales Revenue	71,000	76,600	-	-	-	76,600	(600)	76,000
Total Revenue	71,000	76,600	-	-	-	76,600	(600)	76,000
Revenue Over/(Under) Exp	10,641	5,471	-	-	-	5,471	2,926	8,397
Budgeted Staffing		1.3	-	-	-	1.3	-	1.3

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Park Snack Bars
 BUDGET UNIT: EMO, EMP, EMT

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Salaries and Benefits	-	(2,543)	-	2,543
Minimal decrease in salary expense for extra-help Public Service Employees assisting with Snack Bar operations.				
2. Service and Supplies	-	(1,000)	-	1,000
Less supplies are needed due to reduction of snack bar operations at Glen Helen Regional Park from five days to four days a week.				
3. Transfer	-	17	-	(17)
Increase for EHAP charges.				
4. Sales Revenue	-	-	(600)	(600)
Slight decrease in revenue due to the reduction in days of operation at Glen Helen. The snack bar is now open four days from Thursday through Sunday.				
Total	-	(3,526)	(600)	2,926



Camp Bluff Lake

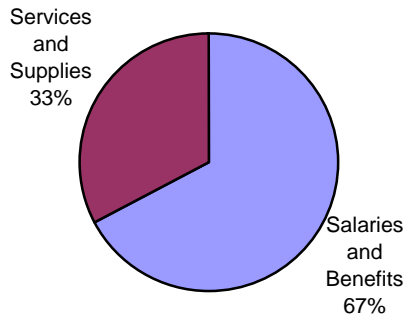
DESCRIPTION OF MAJOR SERVICES

Camp Bluff Lake is a 120-acre camp located in the San Bernardino Mountains near the City of Big Bear. The Camp is currently owned and operated by The Wildlands Conservancy. On February 3, 2004, the Board of Supervisors approved a use agreement with The Conservancy for the County's use of the Camp Bluff Lake facility on a trial basis for a children's summer camping program. The camp will provide children with recreational opportunities and the ability to increase their appreciation of the wonders of nature.

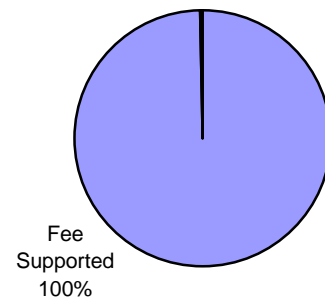
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	-	-	44,480	292,594
Departmental Revenue	-	-	8,730	328,650
Revenue Over/(Under) Expense	-	-	(35,750)	36,056
Budgeted Staffing		-		7.6
Fixed Assets	-	-	-	-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget is expected to increase unrestricted net assets by \$ 36,056.



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Regional Parks
 FUND: Camp Bluff Lake

BUDGET UNIT: EME CCP
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreational Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	35,800	-	-	-	-	-	196,844	196,844
Services and Supplies	8,680	-	-	-	-	-	95,750	95,750
Total Operating Expense	44,480	-	-	-	-	-	292,594	292,594
Departmental Revenue								
Use of Money & Prop	1,230	-	-	-	-	-	1,150	1,150
Current Services	7,500	-	-	-	-	-	327,500	327,500
Total Revenue	8,730	-	-	-	-	-	328,650	328,650
Revenue Over/(Under) Exp	(35,750)	-	-	-	-	-	36,056	36,056
Budgeted Staffing		-	-	-	-	-	7.6	7.6

SCHEDULE C

DEPARTMENT: Public Works - Regional Parks
 FUND: Camp Bluff Lake
 BUDGET UNIT: EME CCP

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Salaries and Benefits	7.6	196,844	-	(196,844)
The addition of budgeted staff is needed for the operation of Camp Bluff Lake. All positions are contracted staff.				
2. Services and Supplies	-	95,750	-	(95,750)
Costs to run the camp include food, utilities, and maintenance.				
3. Revenue From Use of Money and Property	-	-	1,150	1,150
Anticipated interest on cash deposits for the camping program.				
4. Revenue From Current Services	-	-	327,500	327,500
Revenues from summer/weekend camping programs and adult retreats.				
5. Description	-	-	-	-
Explanation of Description				
Total	7.6	292,594	328,650	36,056



Surveyor

DESCRIPTION OF MAJOR SERVICES

The services provided by the Surveyor Division include promoting and ensuring that sound surveying practices are utilized for project development in the county and ensuring that maps and plans conform to the conditions of approval, local ordinances, standards for development and state laws. The Surveyor Division is composed of two functions: office mapping and field survey services. The office mapping section is responsible for the review of subdivision maps as prescribed by state law, preparation of legal descriptions and maps for other county departments, and assisting the public in matters relating to land boundaries. The field section performs boundary and construction surveys primarily for other county departments and is responsible for perpetuation of controlling survey monuments.

BUDGET AND WORKLOAD HISTORY

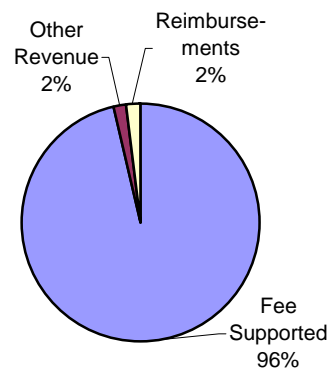
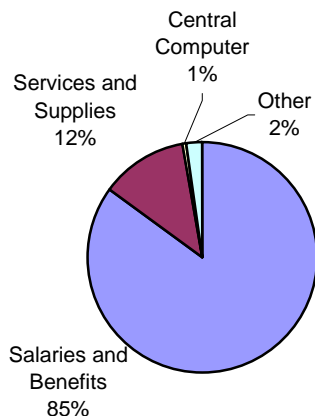
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	2,428,905	3,310,588	3,103,637	3,563,358
Departmental Revenue	2,480,789	3,310,588	3,117,125	3,563,358
Local Cost	(51,884)	-	(13,488)	-
Budgeted Staffing		39.4		41.8

Workload Indicators

Final Maps	14	10	22	28
Parcel Maps	42	47	87	110
Records of Survey	194	160	235	270
Corner Records	1,048	800	1,150	1,500

The Workload Indicators are increasing for FY 2004/05 due to the level of building and new development occurring in the county that results in additional map reviews.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Surveyor
 FUND: General

BUDGET UNIT: AAA SVR
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	2,590,892	2,767,422	186,616	7,740	-	2,961,778	130,680	3,092,458
Services and Supplies	419,689	445,814	6,520	-	-	452,334	(9,510)	442,824
Central Computer	12,978	12,978	5,397	-	-	18,375	-	18,375
Equipment	81,000	84,900	-	-	-	84,900	(61,900)	23,000
Transfers	65,805	67,638	-	-	-	67,638	(9,003)	58,635
Total Exp Authority	3,170,364	3,378,752	198,533	7,740	-	3,585,025	50,267	3,635,292
Reimbursements	(66,727)	(68,164)	-	-	-	(68,164)	(3,770)	(71,934)
Total Appropriation	3,103,637	3,310,588	198,533	7,740	-	3,516,861	46,497	3,563,358
Departmental Revenue								
Current Services	3,053,325	3,269,288	198,533	7,740	-	3,475,561	27,797	3,503,358
Other Revenue	63,800	41,300	-	-	-	41,300	18,700	60,000
Total Revenue	3,117,125	3,310,588	198,533	7,740	-	3,516,861	46,497	3,563,358
Local Cost	(13,488)	-	-	-	-	-	-	-
Budgeted Staffing		39.4	-	-	-	39.4	2.4	41.8

DEPARTMENT: Public Works - Surveyor
 FUND: General
 BUDGET UNIT: AAA SVR

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	39.4	3,310,588	3,310,588	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	186,616	186,616	-
Internal Service Fund Adjustments	-	11,917	11,917	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	198,533	198,533	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	7,740	7,740	-
Subtotal	-	7,740	7,740	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	39.4	3,516,861	3,516,861	-
Department Recommended Funded Adjustments	2.4	46,497	46,497	-
TOTAL 2004-05 PROPOSED BUDGET	41.8	3,563,358	3,563,358	-



SCHEDULE C

DEPARTMENT: Public Works - Surveyor
 FUND: General
 BUDGET UNIT: AAA SVR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries and Benefits * Add 1.0 Engineering Tech II (\$53,710) and 1.0 Engineering Tech III (\$59,251) to assist with workload demands in order to meet state mandated time frames. * Add 0.4 extra help Engineering Technician V (\$27,103) to allow retiring individual who is skilled in GIS technology to complete the development phase of the GIS Parcel Basemap. * Reduced step advancement costs by \$9,384.	2.4	130,680	-	130,680
2. Services and Supplies A number of adjustments to various services and supplies results in an overall net decrease.		(9,510)	-	(9,510)
3. Equipment * Reduced appropriations for a Topcon Total Station unit (\$39,000) and Global Positioning System units (\$45,900) purchased in FY 2003-04. * The Surveyor plans to purchase a companion Global Positioning System base unit for \$23,000 in FY 2004-05.	-	(61,900)	-	(61,900)
4. Transfers Decrease due to reduced computer services charges anticipated for FY 2004-05.	-	(9,003)	-	(9,003)
5. Reimbursements Increased reimbursements from the Public Works Department/Transportation Division for services performed by the Surveyor. This increase is primarily due to MOU salary and benefit adjustments.	-	(3,770)	-	(3,770)
6. Current Services Revenue * Increase of \$114,478 for the review of subdivision maps, preparation of legal descriptions and maps, and processing Offers of Dedications/Easements. This increase, which is based on current year-end estimates, includes \$40,000 of new revenue from the Metropolitan Water District for review of official maps. * Increased revenue from field surveys (\$18,771) based upon requests from other county departments. * Reduced available financing of \$105,452 from the Information Services Department for quality control and establishment of survey control points related to the development phase of the GIS Parcel Basemap.	-	-	27,797	(27,797)
7. Other Revenue Increased revenues from taxable and other sales to the public based upon prior year actual revenues and current year-end estimates.	-	-	18,700	(18,700)
Total	2.4	46,497	46,497	-

SCHEDULE D

DEPARTMENT: Public Works - Surveyor
 FUND: General
 BUDGET UNIT: AAA SVR

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	GIS Parcel Basemap On-Going Maintenance The Surveyor is requesting funding to add 1.0 Engineering Tech V, 1.5 Engineering Tech IV and 0.1 Land Surveyor. This additional staff is needed to update and maintain the integrity of the GIS Parcel Basemap. The Information Services Department is currently funding the Surveyor's portion of costs relative to the development phase of this project. However, this funding will terminate when the project is completed, which is anticipated in March, 2005. At that time, existing Surveyor staff dedicated to development of the basemap will be reassigned to revenue generating projects. This would leave no staff available to provide ongoing maintenance. The maintenance phase entails the Surveyor inputting all subdivisions within the County and maintaining the accuracy of parcels. If this request is approved, the Surveyor would receive local cost in the amount of \$49,877 in FY 2004/05 to fund these 2.6 positions from April-June 2005 and \$199,510 annually thereafter to fund the aforementioned positions committed to maintaining the GIS Parcel Basemap.	0.6	49,877	-	49,877
Total		0.6	49,877	-	49,877



SCHEDULE E

DEPARTMENT: Public Works - Surveyor
 FUND: General
 BUDGET UNIT: AAA SVR

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
Description for microfiche and microfilm prints.	-	-	-	-
Clarify Section 16.0228(b)(7) of the Fee Ordinance by including verbiage to reflect the customer's option of receiving electronic copies of maps. This is not a fee increase, and if approved, would have no impact to the Surveyor's budget.				
Hourly charge rate and classification for County Surveyor.	-	-	-	-
Reflect the classification of County Surveyor with an hourly charge rate of \$155 in Section 16.0228B(b)(1)(G) due to the mid-year Board action (number 66 dated March 23, 2004) that established this classification. If approved, this action would have no impact on the Surveyor's budget.				
Total	-	-	-	-





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Surveyor
FUND NAME : General
BUDGET UNIT: AAA SVR
PROGRAM: Surveyor Division

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 3,563,358

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	-
Fee Revenue for fees not listed	3,503,358
Non Fee Revenue	60,000
Local Cost	-
Budgeted Sources	\$ 3,563,358

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 3,563,358

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	-
Fee Revenue for fees not listed	3,503,358
Non Fee Revenue	60,000
Local Cost	-
Revised Sources	\$ 3,563,358

DIFFERENCES (See Following Page for Details)	
	\$ -
	-
	-
	-
	-
	\$ -

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	-
Total	\$ -

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
The Surveyor requests to clarify Section 16.0228, Microfiche and microfilm prints, in order to reflect the customer's option to receive electronic copies of maps. The Surveyor also requests to reflect the hourly charge rate of \$155 and the classification of County Surveyor in Section 16.0228B due to the Board action of March 23, 2004 that established this classification. If approved, neither of these changes would have an impact on the Surveyor's budget.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Surveyor
FUND NAME : General
PROGRAM: Surveyor Division

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0228(b)(7)	Microfiche and microfilm prints			\$ -			\$ -	\$ -	-	\$ -	\$ -	Reflects customer's option to receive electronic copies of maps by clarifying fee description to read: "Microfiche and microfilm prints or electronic copies of maps". If approved, this would have no budgetary impact.
16.0228B(b)(1)(G)	Hourly Charge Rate			\$ -			\$ -	\$ -	-	\$ -	\$ -	Reflects addition of the County Surveyor classification with an hourly charge rate of \$155. This action is due to the mid-year Board action dated March 23, 2004 that established this classification. The hourly charge rate is 10.5% more than that of a Survey Division Chief. If approved, this action would have no budgetary impact.

Survey Monument Preservation

DESCRIPTION OF MAJOR SERVICES

The Survey Monument Preservation Fund was established to account for expenses incurred related to the retracement or re-monument surveys of major historical land division lines, upon which later surveys are based. These include, but are not limited to, surveys of government section lines, rancho section lines, acreage subdivision lot lines, and subdivision boundary lines. The services related to this fund are financed by a \$10 fee charged to the public for filing or recording specific types of grant deeds conveying real property.

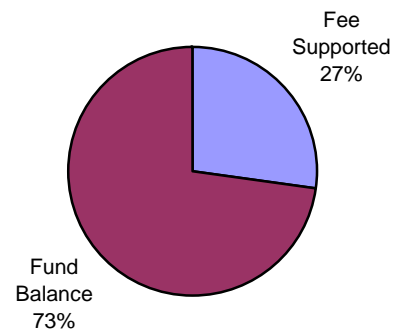
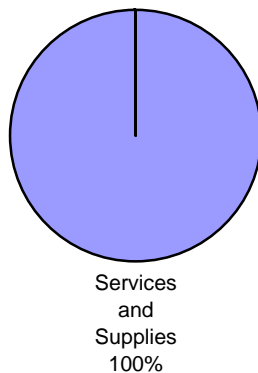
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	57,846	360,356	54,983	461,503
Departmental Revenue	110,860	94,190	125,160	125,160
Fund Balance		266,166		336,343
Budgeted Staffing		-		-

In accordance with Section 29009 of the State Government Code, the entire fund balance must be appropriated each year. Accordingly, the expenditures in this fund are typically less than the budget. The amount not expended each year is re-appropriated in the subsequent year's budget.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Surveyor
 FUND: Survey Monument Preservation

BUDGET UNIT: SBS SVR
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	54,983	360,356	-	-	-	360,356	101,147	461,503
Total Appropriation	54,983	360,356	-	-	-	360,356	101,147	461,503
Departmental Revenue								
Current Services	125,160	94,190	-	-	-	94,190	30,970	125,160
Total Revenue	125,160	94,190	-	-	-	94,190	30,970	125,160
Fund Balance		266,166	-	-	-	266,166	70,177	336,343

SCHEDULE C

DEPARTMENT: Public Works - Surveyor
 FUND: Survey Monument Preservation
 BUDGET UNIT: SBS SVR

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

	Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Additional appropriations based on increased fund balance and revenues collected by County Recorder.	-	101,147	-	101,147
2.	Current Services Revenue Increase based on additional revenues being generated in the current year. The additional revenue is a result of increased activity related to the conveyance of real property that has been occurring.	-	-	30,970	(30,970)
	Total	-	101,147	30,970	70,177



Road Operations

DESCRIPTION OF MAJOR SERVICES

The Transportation Division is responsible for the operation of the County Maintained Road System, including administration, planning, design, contract administration, traffic management, and maintenance of approximately 2,830 miles of roads.

The Road Operations program provides for road maintenance, the purchase of equipment and materials, a portion of the department's administrative and salary expenses, matching funds required for grant funding, as well as a number of capital improvement projects. This program is financed principally from revenues generated by the State Highway Users tax. Additional funding sources include a small share of the state's sales tax, federal and state aid for specific road improvements, and reimbursements from other agencies for cooperative agreement projects.

BUDGET AND WORKLOAD HISTORY

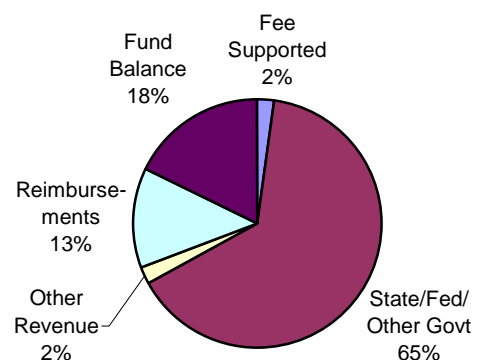
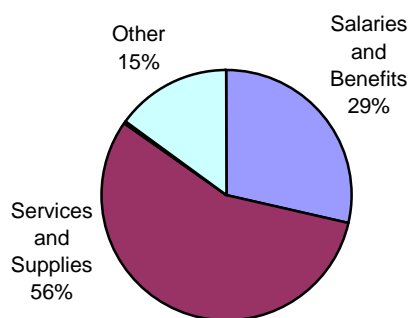
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Requirements	42,024,558	70,485,718	43,028,790	75,312,457
Total Financing Sources	42,797,170	52,112,083	40,028,770	59,938,842
Fund Balance		18,373,635		15,373,615
Budgeted Staffing		357.7		368.0

Workload Indicators

Maintained Road Miles	2,834	2,834	2,830	2,830
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In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, expenditures in this fund are typically much less than budget. The amount not expended each year is re-appropriated.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Transportation
 FUND: Road Operations Consolidated

BUDGET UNIT: SAA, SVJ, SVK, SVL, SVM
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	21,840,344	22,749,941	1,599,840	-	-	24,349,781	492,154	24,841,935
Services and Supplies	20,745,389	50,896,895	-	-	-	50,896,895	(2,268,678)	48,628,217
Central Computer	104,836	104,836	-	-	-	104,836	38,166	143,002
Other Charges	1,198,711	1,224,500	-	-	-	1,224,500	1,607,700	2,832,200
Land	-	250,000	-	-	-	250,000	-	250,000
Improve to Struct	137,000	162,000	-	-	-	162,000	808,000	970,000
Equipment	191,146	324,000	-	-	-	324,000	389,200	713,200
Vehicles	1,747,192	1,818,000	-	-	-	1,818,000	2,164,000	3,982,000
L/P Equipment	665,500	811,000	-	-	-	811,000	(11,000)	800,000
Transfers	826,289	1,949,671	-	-	-	1,949,671	512,447	2,462,118
Total Exp Authority	47,456,407	80,290,843	1,599,840	-	-	81,890,683	3,731,989	85,622,672
Reimbursements	(6,427,617)	(11,805,125)	-	-	-	(11,805,125)	394,910	(11,410,215)
Total Appropriation	41,028,790	68,485,718	1,599,840	-	-	70,085,558	4,126,899	74,212,457
Oper Trans Out	2,000,000	2,000,000	-	-	-	2,000,000	(900,000)	1,100,000
Total Requirements	43,028,790	70,485,718	1,599,840	-	-	72,085,558	3,226,899	75,312,457
Departmental Revenue								
Licenses and Permits	209,278	225,000	-	-	-	225,000	-	225,000
Use of Money & Prop	594,238	675,000	-	-	-	675,000	(125,000)	550,000
State, Fed or Gov't Aid	35,450,639	41,877,783	1,599,840	-	-	43,477,623	12,462,895	55,940,518
Current Services	1,174,762	1,233,300	-	-	-	1,233,300	568,524	1,801,824
Other Revenue	358,420	101,000	-	-	-	101,000	220,500	321,500
Other Financing Source	241,433	-	-	-	-	-	-	-
Total Revenue	38,028,770	44,112,083	1,599,840	-	-	45,711,923	13,126,919	58,838,842
Operating Transfers In	2,000,000	8,000,000	-	-	-	8,000,000	(6,900,000)	1,100,000
Total Financing Sources	40,028,770	52,112,083	1,599,840	-	-	53,711,923	6,226,919	59,938,842
Fund Balance		18,373,635	-	-	-	18,373,635	(3,000,020)	15,373,615
Budgeted Staffing		357.7	-	-	-	357.7	10.3	368.0

DEPARTMENT: Public Works - Transportation
 FUND: Road Operations Consolidated
 BUDGET UNIT: SAA, SVJ, SVK, SVL, SVM

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	357.7	70,485,718	52,112,083	18,373,635
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	1,599,840	1,599,840	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	1,599,840	1,599,840	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	357.7	72,085,558	53,711,923	18,373,635
Department Recommended Funded Adjustments	10.3	3,226,899	6,226,919	(3,000,020)
TOTAL 2004-05 PROPOSED BUDGET	368.0	75,312,457	59,938,842	15,373,615



SCHEDULE C

DEPARTMENT: Public Works - Transportation
 FUND: Road Operations Consolidated
 BUDGET UNIT: SAA, SVJ, SVK, SVL, SVM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Salaries and Benefits * Addition of eight 8.0 contract positions (7.0 Equipment Operator II's and 1.0 Equipment Operator III) for the Bark Beetle Infestation and Tree Mortality Remediation Emergency. Duties will include equipment operation, equipment maintenance, scale operation and other duties related to the removal of dead and dying trees. These will be two-year contract positions that will be presented to the Board separately for approval. * The addition of 1.3 budgeted staff for extra-help seasonal Equipment Operator II's that will be needed for anticipated storm maintenance activities resulting from last year's Grand Prix and Old fires. * 1.0 Land Use Technician is needed due to growth in public inquiries, track home/subdivision street naming, and revisions to County Road Book caused by increased development in the County. * 1.0 Engineering Technician IV is needed to assist with the Plan Review workload, which has nearly doubled because of the level of development occurring within this County * The above increases in budgeted staff are being partially offset by a 1.0 decrease for a contract engineer position because of the Interstate-15 Widening Project nearing completion.	10.3	492,154	-	492,154
2.	Services and Supplies Decrease is due to less equipment maintenance charges budgeted for FY 2004-05 as a result of recent fixed asset purchases that have updated the department's equipment fleet.		(2,268,678)	-	(2,268,678)
3.	Central Computer Charges Increase is in accordance with estimates provided by the Information Services Department.	-	38,166	-	38,166
4.	Other Charges Increase for potential Right of Way costs for the Pepper @ I-10 project (\$800,000), the San Bernardino Avenue Signal Synchronization project (\$750,000), as well as other miscellaneous Right of Way purchases based on anticipated needs.	-	1,607,700	-	1,607,700
5.	Structures and Improvements The more significant expenditures planned for FY 2004-05 include \$340,000 to replace shop buildings at Yard 3, \$315,000 for moving parts of the Traffic and Contract Divisions due to lack of space at the Wesley Break building, \$155,000 for resurfacing pavement at Yard 7 and Yard 9, and \$75,000 for installing NPDES required oil clarification system at Yard 8.	-	808,000	-	808,000
6.	Equipment Some of the more significant equipment purchases for FY 2004-05 include: \$175,000 for seven (7) video detection systems, \$140,000 for four (4) trailer mounted message boards, \$75,200 for a Panagon storage server, \$45,000 for three (3) portable toilet trailers, \$40,000 for an AC Grinder loader attachment, \$40,000 for a Crack Vacuum, \$40,000 for two (2) plow blades, \$30,000 for a truck mounted paint sprayer, and \$25,000 for an audio pedestrian signal system.	-	389,200	-	389,200
7.	Vehicles The more significant vehicle purchases planned for FY 2004-05 include \$840,000 for four (4) 3-axle multi-body trucks with blade, \$600,000 for two (2) front end loaders, \$500,000 for two (2) AWD Motorgraders, \$325,000 for two (2) pavement marking stencil trucks, \$260,000 for two (2) two-axle dump trucks, \$250,000 for a loader/carrier, \$225,000 for a high dump street sweeper, \$210,000 for a multi-body dump truck, \$160,000 for a 4x4 dump truck with blade, \$150,000 for a 3-axle dump truck, \$130,000 for a 7-yard dump truck with debris blade, and \$110,000 for a 7-yard dump truck. These purchases are needed to replace aging vehicles that have been experiencing increased maintenance costs and significant down-time, or are needed to assist with the Bark Beetle program.	-	2,164,000	-	2,164,000
8.	Lease Purchase Equipment Decrease in annual lease purchase payment for computers and servers is anticipated for FY 2004-05.	-	(11,000)	-	(11,000)
9.	Transfers Increase primarily due to transfers to the Measure I Funds to assist with the financing of the following three projects: Summit Valley Road, overlay of Apple Ave. and Others project, and the overlay of Cedar Street.	-	512,447	-	512,447
10.	Reimbursements Reduced reimbursements from the County Redevelopment Agency because several projects are nearing completion. These projects include Whittram Boulevard and Beech Boulevard rehabilitation, and Arrow Route at Beech Boulevard signal installation.	-	394,910	-	394,910
11.	Operating Transfers Out Reduced contribution to the Division's Vehicle Fund is projected for FY 2004-05.	-	(900,000)	-	(900,000)
12.	Revenue From Use of Money and Property Reduction in interest earned based on less cash available.	-	-	(125,000)	125,000



SCHEDULE C

DEPARTMENT: Public Works - Transportation
 FUND: Road Operations Consolidated
 BUDGET UNIT: SAA, SVJ, SVK, SVL, SVM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
13.	State, Federal, or Other Governmental Aid Increase is the result of an anticipated \$13 million in federal funds to finance the Fort Irwin Road improvement project. This increase is partially offset by the completion of several reimbursable projects in FY 2003-04 including the Central Avenue at Arrow Route left turn pocket installation and the Ridgecrest Road at Pebble signal installation.	-	-	12,462,895	(12,462,895)
14.	Revenue From Current Services Increase in joint participation project reimbursements, primarily from the City of Victorville for their share of the National Trails Highway, and the City of Montclair for their share of the Mission Boulevard rehabilitation project.	-	-	568,524	(568,524)
15.	Other Revenue Increased revenue from the sale of fixed assets is anticipated for FY 2004-05.	-	-	220,500	(220,500)
16.	Operating Transfers In Decrease due largely to receiving \$6,000,000 in one-time funds during FY 2003-04 for completion of the Pepper Avenue at Valley Boulevard Intersection Project.	-	-	(6,900,000)	6,900,000
Total		10.3	3,226,899	6,226,919	(3,000,020)



Caltrans Contract

DESCRIPTION OF MAJOR SERVICES

This budget unit reflects the revenues and expenditures related to a cooperative agreement between the county's Department of Public Works and the California Department of Transportation (Caltrans). This agreement allows for the coordination and administration of consultant engineering contracts in support of Caltrans projects. Currently, one major project is in progress. This is preliminary design for widening Interstate 15 from Victorville to Barstow. This is a multi-year project that is financed by federal funds received through Caltrans.

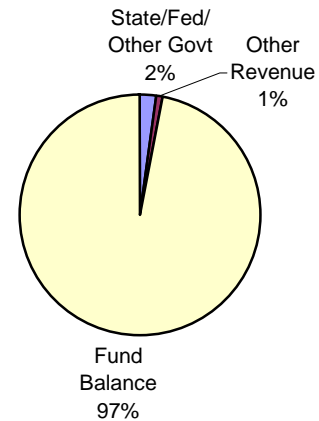
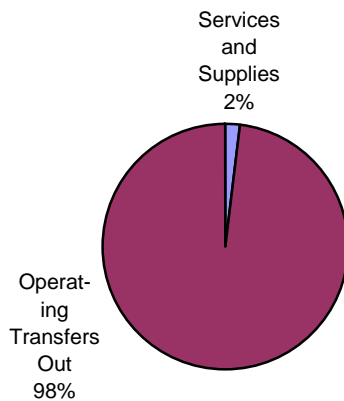
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Requirements	78,902	146,718	16,615	155,920
Departmental Revenue	54,821	298,186	319,135	4,868
Fund Balance		(151,468)		151,052
Budgeted Staffing		-		-

Estimated expenditures for 2003-04 are significantly less than budget due to staff assigned to the Caltrans contract working on other departmental projects for a considerable portion of the year.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Transportation
 FUND: Caltrans Contract

BUDGET UNIT: SVB TRA
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	1,130	46,718	-	-	-	46,718	(43,534)	3,184
Total Appropriation	1,130	46,718	-	-	-	46,718	(43,534)	3,184
Oper Trans Out	15,485	100,000	-	-	-	100,000	52,736	152,736
Total Requirements	16,615	146,718	-	-	-	146,718	9,202	155,920
Departmental Revenue								
Use of Money & Prop	3,000	5,686	-	-	-	5,686	(4,186)	1,500
State, Fed or Gov't Aid	316,135	292,500	-	-	-	292,500	(289,132)	3,368
Total Revenue	319,135	298,186	-	-	-	298,186	(293,318)	4,868
Fund Balance		(151,468)	-	-	-	(151,468)	302,520	151,052

SCHEDULE C

DEPARTMENT: Public Works - Transportation
 FUND: Caltrans Contract
 BUDGET UNIT: SVB TRA

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Reduction based on anticipated completion of I-15 widening project.	-	(43,534)	-	(43,534)
2. Operating Transfers Out Now that this project is nearing completion, this increase is needed to reimburse the Road Operations Fund for salary and benefits costs incurred in the prior year.	-	52,736	-	52,736
3. Revenue From Use of Money and Property Reduction in interest based on less cash available.	-	-	(4,186)	4,186
4. State, Federal, or Other Governmental Aid Reduction based on anticipated completion of I-15 widening project.	-	-	(289,132)	289,132
Total	-	9,202	(293,318)	302,520



Etiwanda Interchange Improvement

DESCRIPTION OF MAJOR SERVICES

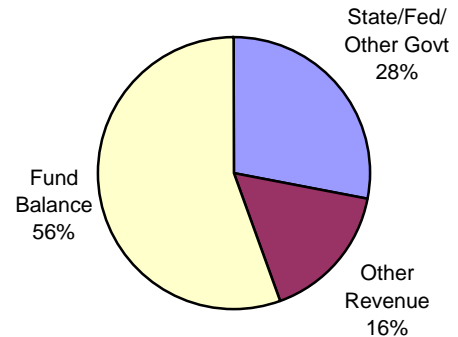
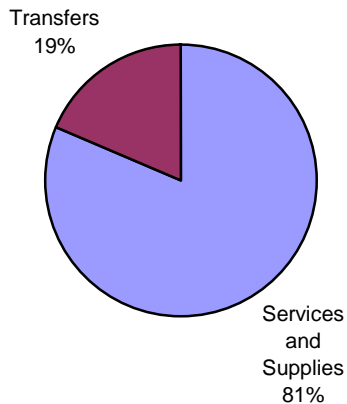
This budget unit was established to separately account for the revenues and expenditures related to a cooperative agreement between the county's Department of Public Works, the California Department of Transportation (Caltrans), and the Catellus Corporation. This agreement allows for the redesign of the interchange at Etiwanda Avenue and Interstate 10 near Fontana. This project is being designed and constructed in three Phases. Phase I consists of the realignment of Valley Boulevard, Phase II is the reconstruction of the Etiwanda Ave. at I-10 interchange, and Phase III is the landscaping for the project. Phase I and Phase II have been virtually completed. Phase III, which began in FY 2003-04, will continue for approximately 3 more years.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	1,022,666	1,180,000	1,030,432	106,917
Departmental Revenue	7,022,981	2,125,085	2,034,800	47,634
Fund Balance		(945,085)		59,283
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works
 FUND: Etiwanda Interchange Improvement

BUDGET UNIT: SVE TRA
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	998,304	1,100,000	-	-	-	1,100,000	(1,013,083)	86,917
Other Charges	-	5,000	-	-	-	5,000	(5,000)	-
Transfers	32,128	75,000	-	-	-	75,000	(55,000)	20,000
Total Appropriation	1,030,432	1,180,000	-	-	-	1,180,000	(1,073,083)	106,917
Departmental Revenue								
Use of Money & Prop	9,500	4,000	-	-	-	4,000	(1,366)	2,634
State, Fed or Gov't Aid	1,850,000	2,096,085	-	-	-	2,096,085	(2,066,085)	30,000
Other Revenue	175,300	25,000	-	-	-	25,000	(10,000)	15,000
Total Revenue	2,034,800	2,125,085	-	-	-	2,125,085	(2,077,451)	47,634
Fund Balance		(945,085)	-	-	-	(945,085)	1,004,368	59,283

SCHEDULE C

DEPARTMENT: Public Works
 FUND: Etiwanda Interchange Improvement
 BUDGET UNIT: SVE TRA

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Reduction due to completion of Phase II of Interchange Improvement Project. Phase III, the final landscaping phase, will continue for approximately 3 more years.	-	(1,013,083)	-	(1,013,083)
2. Other Charges Reduction in Right-of-Way expenses due to completion of Phase II of Interchange Improvement Project.	-	(5,000)	-	(5,000)
3. Transfers Reduced transfers to the Road Operations Fund for salaries associated with this project due to completion of Phase II.	-	(55,000)	-	(55,000)
4. Revenue From Use of Money and Property Decreased interest revenue due to less cash available in this fund.	-	-	(1,366)	1,366
5. State, Federal, or Other Governmental Aid Reduced reimbursements from the state due to completion of Phase II of the project.	-	-	(2,066,085)	2,066,085
6. Other Revenue Reduced reimbursements from Catellus due to completion of Phase II of the project.	-	-	(10,000)	10,000
Total	-	(1,073,083)	(2,077,451)	1,004,368



High Desert Corridor Project

DESCRIPTION OF MAJOR SERVICES

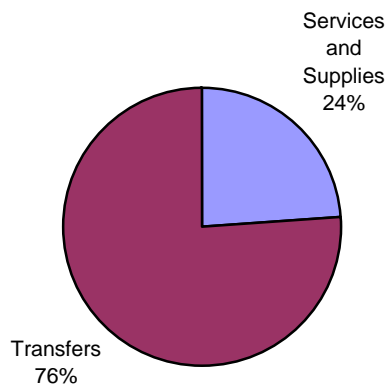
In 2000-01, the Board of Supervisors approved a cooperative agreement between the County, the City of Victorville, and the Town of Apple Valley. This agreement allows for the beginning of environmental studies and preliminary engineering for an east/west high desert corridor. This corridor will be north of Victorville from Highway 295 through the Town of Apple Valley. In accordance with the cooperative agreement, the city and the town will reimburse the county for all costs related to this project. This budget unit was established to separately account for expenditures and revenues related to this project.

There is no staffing associated with this budget unit.

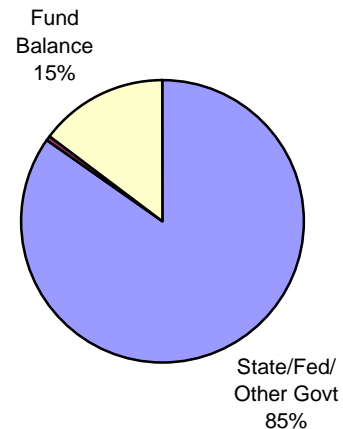
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	326,496	967,769	614,313	888,100
Departmental Revenue	320,097	772,225	550,330	756,539
Fund Balance		195,544		131,561
Budgeted Staffing		-		-

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Transportation
 FUND: High Desert Corridor Project

BUDGET UNIT: SWL TRA
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	64,313	367,769	-	-	-	367,769	(154,669)	213,100
Transfers	550,000	600,000	-	-	-	600,000	75,000	675,000
Total Appropriation	614,313	967,769	-	-	-	967,769	(79,669)	888,100
Departmental Revenue								
Use of Money & Prop	2,500	3,600	-	-	-	3,600	-	3,600
State, Fed or Gov't Aid	547,830	768,625	-	-	-	768,625	(15,686)	752,939
Total Revenue	550,330	772,225	-	-	-	772,225	(15,686)	756,539
Fund Balance		195,544	-	-	-	195,544	(63,983)	131,561

SCHEDULE C

DEPARTMENT: Public Works - Transportation
 FUND: High Desert Corridor Project
 BUDGET UNIT: SWL TRA

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Reduction is based on using less outside contractors for right-of-way, environmental, and survey studies conducted in support of the High Desert Corridor Project.	-	(154,669)	-	(154,669)
2. Transfers Increased transfers to the Road Operations Fund for additional labor needs anticipated to support this project.	-	75,000	-	75,000
3. State, Federal, or Other Governmental Aid Reduction in State funding received through the City of Victorville, the lead agency for the project, because of less projected costs for FY 2004-05.	-	-	(15,686)	15,686
Total	-	(79,669)	(15,686)	(63,983)



Transportation Facilities Development Plans

DESCRIPTION OF MAJOR SERVICES

Transportation Facilities Development Plans are established by County Ordinance to collect fees on new construction. These plans provide funds for construction of roads within the boundaries of the established fee area. As fees are collected, these monies are deposited into restricted accounts until sufficient funds have been accumulated to complete projects identified in the Plan Priority Project List. Fee ordinances have been approved in the areas of Helendale/Oro Grande, High Desert (Phelan and Pinon Hills), Lucerne Valley, Oak Glen, Oak Hills, Snowdrop Road, South and East Apple Valley, Summit Valley, and Yucaipa. Interim fee plans in the areas of Big Bear and Joshua Tree have been approved to collect fees pending final community approval.

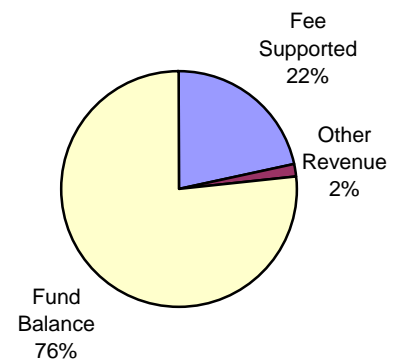
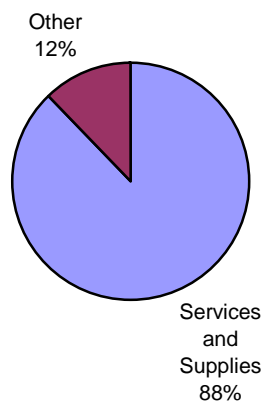
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	172,555	3,897,444	531,545	4,528,964
Departmental Revenue	790,565	779,743	884,002	1,058,806
Fund Balance		3,117,701		3,470,158
Budgeted Staffing		-		-

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, expenditures in this fund are typically much less than budget. The amount not expended each year is re-appropriated in the following fiscal year.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Transportation
 FUND: Facilities Development Plans

BUDGET UNIT: SWB, SWD, SWG, SWJ, SWM,
 SWN, SWO, SWQ, SWX, SXP, SXQ
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	310,045	3,215,544	-	-	-	3,215,544	758,020	3,973,564
Other Charges	6,500	145,000	-	-	-	145,000	-	145,000
Transfers	215,000	536,900	-	-	-	536,900	(126,500)	410,400
Total Appropriation	531,545	3,897,444	-	-	-	3,897,444	631,520	4,528,964
Departmental Revenue								
Use of Money & Prop	70,253	89,560	-	-	-	89,560	(7,861)	81,699
Current Services	813,749	690,183	-	-	-	690,183	286,924	977,107
Total Revenue	884,002	779,743	-	-	-	779,743	279,063	1,058,806
Fund Balance		3,117,701	-	-	-	3,117,701	352,457	3,470,158

SCHEDULE C

DEPARTMENT: Public Works - Transportation
 FUND: Facilities Development Plans
 BUDGET UNIT: SWB, SWD, SWG, SWJ, SWM, SWN, SWO, SWQ, SWX, SXP, SXQ

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Increase due to proposed construction of Duncan Road in the Phelan area.	-	758,020	-	758,020
2. Transfers Reduction of reimbursements to the Road Operations Fund based on anticipated less use of labor for Development Projects.	-	(126,500)	-	(126,500)
3. Revenue From Use of Money and Property Reduction in FY 2004-05 is based on actual interest revenue being earned during FY 2003-04.	-	-	(7,861)	7,861
4. Revenue From Current Services Increase primarily due to development in Oak Hills and the High Desert, which produces additional facilities development fees.	-	-	286,924	(286,924)
Total	-	631,520	279,063	352,457



Measure I Program

DESCRIPTION OF MAJOR SERVICES

Measure I is a twenty-year program that provides funding for roadway resurfacing, rehabilitation, and widening projects, as well as providing funds for elderly and handicap transit services. The source of funding is a countywide one-half cent sales tax that was passed by the voters in November of 1989. The County is divided into six subareas, and the Measure I funds received must be spent within the subarea in which they were collected. The subareas are as follows: Barstow, Morongo, mountains, Needles, Victor Valley, and San Bernardino Valley.

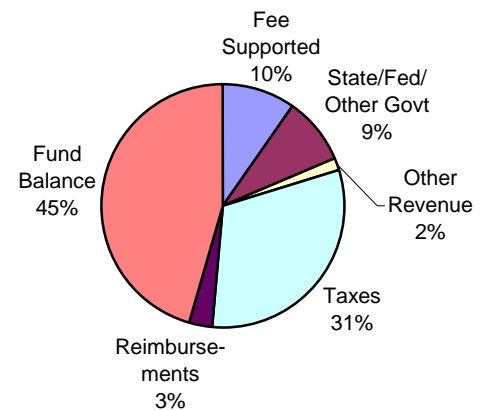
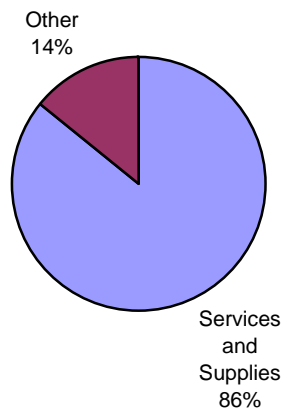
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	12,685,302	19,715,714	9,037,097	19,991,524
Total Financing Sources	7,218,362	8,793,864	7,523,146	10,583,625
Fund Balance		10,921,850		9,407,899
Budgeted Staffing		-		-

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, expenditures in this fund are typically much less than budget. The amount not expended each year is re-appropriated in the following fiscal year.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
DEPARTMENT: Public Works - Transportation
FUND: Measure I Program

BUDGET UNIT: RRR, RRS, RRT, RRU, RRV, RWR, RWS, RWT, RWU, RWV, SWR, SWS, SWT, SWU, SWV, SSW
FUNCTION: Public Ways and Facilities
ACTIVITY: Public Facilities

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	7,844,493	16,636,739	-	-	-	16,636,739	1,061,253	17,697,992
Other Charges	51,900	219,000	-	-	-	219,000	(50,775)	168,225
Transfers	1,140,704	2,959,975	-	-	-	2,959,975	(224,668)	2,735,307
Total Exp Authority	9,037,097	19,815,714	-	-	-	19,815,714	785,810	20,601,524
Reimbursements	-	(100,000)	-	-	-	(100,000)	(510,000)	(610,000)
Total Appropriation	9,037,097	19,715,714	-	-	-	19,715,714	275,810	19,991,524
Departmental Revenue								
Taxes	6,050,035	5,786,422	-	-	-	5,786,422	602,191	6,388,613
Use of Money & Prop	404,551	299,442	-	-	-	299,442	50,558	350,000
State, Fed or Gov't Aid	275,772	460,000	-	-	-	460,000	1,370,877	1,830,877
Current Services	454,472	2,247,000	-	-	-	2,247,000	(232,865)	2,014,135
Other Revenue	12,566	1,000	-	-	-	1,000	(1,000)	-
Total Revenue	7,197,396	8,793,864	-	-	-	8,793,864	1,789,761	10,583,625
Operating Transfers In	325,750	-	-	-	-	-	-	-
Total Financing Sources	7,523,146	8,793,864	-	-	-	8,793,864	1,789,761	10,583,625
Fund Balance		10,921,850	-	-	-	10,921,850	(1,513,951)	9,407,899

SCHEDULE C

DEPARTMENT: Public Works - Transportation

FUND: Measure I Program

BUDGET UNIT: RRR, RRS, RRT, RRU, RRV, RWR, RWS, RWT, RWU, RWV, SWR, SWS, SWT, SWU, SWV, SSW

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Increase is primarily due to new projects such as the Amboy Road overlay and Summit Valley Road paving.	-	1,061,253	-	1,061,253
2. Other Charges This decrease is due to reduced need for Right-of-Way purchases during 2004-05	-	(50,775)	-	(50,775)
3. Transfers Decrease is primarily due to less anticipated salary and benefit costs to be transferred to the Road Operations Fund during 2004/05.	-	(224,668)	-	(224,668)
4. Reimbursements Increased reimbursement from the Road Operations Fund to assist with financing the Summit Valley Road paving project, as well as other smaller road projects anticipated for the upcoming year.	-	(510,000)	-	(510,000)
5. Taxes This increase is based on the half cent sales tax revenue projections for FY 2004-05.	-	-	602,191	(602,191)
6. Revenue From Use of Money and Property Increased interest revenue due primarily because of additional revenues projected for 2004-05 and a greater cash balance.	-	-	50,558	(50,558)
7. State, Federal, or Other Governmental Aid Federal grant funds in the amount of \$1,332,377 are expected to subsidize most of the cost of the Amboy Road overlay project.	-	-	1,370,877	(1,370,877)
8. Revenue From Current Services Reduced revenues from local agencies due to fewer participation projects scheduled.	-	-	(232,865)	232,865
9. Other Revenue A decrease in anticipated sales of plans and specifications for projects.	-	-	(1,000)	1,000
Total	-	275,810	1,789,761	(1,513,951)



Operations Fund

DESCRIPTION OF MAJOR SERVICES

The Solid Waste Management Division (SWMD) is responsible for the operation and management of the County of San Bernardino's solid waste disposal system, which consists of 6 regional landfills, 8 transfer stations, oversight and/or post-closure maintenance at 28 inactive or closed landfills and waste disposal sites throughout the County. SWMD provides scale operations and maintenance; accounts payable/receivable; engineering, design, and construction management; and education and waste diversion. SWMD provides oversight, direction, guidance and control of the contractor, Burrtec Waste Industries, Inc. (Burrtec), for the daily operations of the county's active landfills, transfer stations, and maintenance of the inactive and closed landfills. In its contract administrative role, SWMD provides both general and specific direction to Burrtec in implementing county policies and procedures pertaining to the operations of the county's solid waste system. SWMD also monitors Burrtec's performance under the contract. SWMD maintains direct coordination with all regulatory agencies and liaison activities with customers, including cities, refuse haulers, and citizens. SWMD receives state grant monies, county and private industry matching funds to be used to further the education and outreach for waste reduction, reuse and recycling programs.

On November 12, 2003, the Board of Supervisors approved the termination of two existing agreements for the investment of certain solid waste funds. As a result of this action, the County's Treasurer-Tax Collector deposited approximately \$88 million from the investment agreements into the SWMD's separate Financial Assurance Fund. Approximately \$62 million of these funds are restricted to provide mandated financial assurance for the closure of landfills. The remaining \$26 million is being budgeted in FY 2004-05 as follows: \$13,068,255 in Fund EAB for closure projects; \$3,815,053 in Fund EAC for landfill expansion; and \$9,069,463 in Fund EAL for groundwater remediation projects.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	42,272,333	46,985,412	53,140,959	56,353,012
Total Financing Services	49,767,433	46,015,356	54,038,429	56,580,789
Revenue Over/(Under) Expense	7,495,100	(970,056)	897,470	227,777
Budgeted Staffing		74.4		84.8
Fixed Assets	265,067	-	418,338	353,000

Workload Indicators

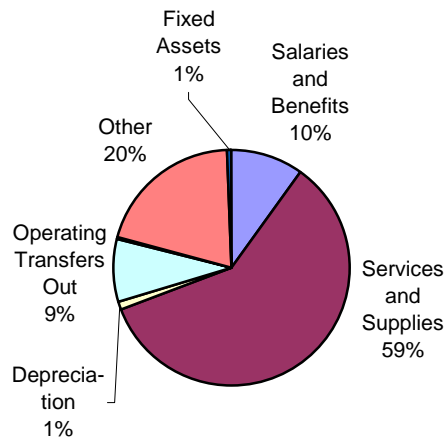
Total Revenue-Generating Tonnage	1,484,693	1,432,600	1,427,444	1,714,800
Single Family Residences	81,755	81,755	81,014	81,104
Active Facilities	14	14	14	14
Inactive Facilities	28	28	28	28

The estimated expenditures and revenues for 2003-04 are \$6,155,547 and \$8,023,073 greater than budgeted respectively. The increase in expenditures is due to the anticipated costs resulting from the Bark Beetle Program (\$3,595,563), Debris Removal Program (\$4,100,940), perchlorate investigation (\$1,663,184), and the listing of unbudgeted depreciation expense (\$592,147). These additional costs were partially offset by a \$3,611,688 reduction in debt service payments created by refinancing an outstanding bond issue. The increase in revenue is largely due to the following: State and Federal reimbursements of \$2,793,658 for the Debris Removal Program in response to the Old and Grand Prix fires; additional revenues/reimbursements of \$1,642,165 associated with the Bark Beetle Program; an additional \$1,594,500 due to the Board approving the acceptance of an extra 75,000 tons of Article 19 waste into the County's landfill system; receipt of \$737,694 from property owners for the Debris Removal Program; and \$931,000 from the Environmental Mitigation Fund.

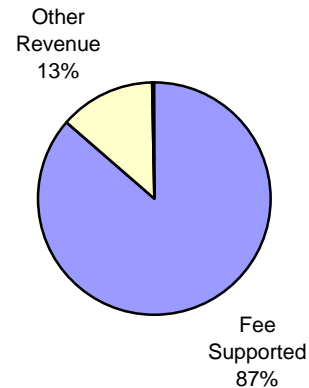
The Workload Indicator for Total Revenue-Generating Tonnage is increasing by approximately 282,000 tons in 2004-05 due to the Bark Beetle Infestation Program and the Board-approved addition of an extra 75,000 tons of Article 19 waste into the County's landfill system.



2004-05 BREAKDOWN BY EXPENSE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund

BUDGET UNIT: EAA, EWE, EWC
 FUNCTION: Health and Sanitation
 ACTIVITY: Sanitation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	4,541,478	4,726,577	333,520	122,370	-	5,182,467	544,543	5,727,010
Services and Supplies	32,950,826	29,045,546	352,059	-	-	29,397,605	4,084,185	33,481,790
Central Computer	20,665	20,665	15,601	-	-	36,266	-	36,266
Other Charges	9,750,420	7,907,701	-	-	-	7,907,701	3,280,645	11,188,346
Transfers	285,423	284,923	-	-	-	284,923	42,530	327,453
Total Appropriation	47,548,812	41,985,412	701,180	122,370	-	42,808,962	7,951,903	50,760,865
Depreciation	592,147	-	-	-	-	-	592,147	592,147
Oper Trans Out	5,000,000	5,000,000	-	-	-	5,000,000	-	5,000,000
Total Operating Expense	53,140,959	46,985,412	701,180	122,370	-	47,808,962	8,544,050	56,353,012
Departmental Revenue								
Taxes	7,062,583	7,164,436	-	-	-	7,164,436	(111,403)	7,053,033
Licenses and Permits	1,578,765	900,000	-	-	-	900,000	459,128	1,359,128
Use of Money & Prop	226,288	246,679	-	-	-	246,679	8,821	255,500
State, Fed or Gov't Aid	3,956,150	779,790	-	-	-	779,790	(697,729)	82,061
Current Services	39,915,135	36,786,137	701,180	122,370	-	37,609,687	9,961,359	47,571,046
Other Revenue	748,008	10,314	-	-	-	10,314	(293)	10,021
Other Financing Sources	-	128,000	-	-	-	128,000	(78,000)	50,000
Total Revenue	53,486,929	46,015,356	701,180	122,370	-	46,838,906	9,541,883	56,380,789
Operating Transfers In	551,500	-	-	-	-	-	200,000	200,000
Total Financing Sources	54,038,429	46,015,356	701,180	122,370	-	46,838,906	9,741,883	56,580,789
Revenue Over/(Under) Exp	897,470	(970,056)	-	-	-	(970,056)	1,197,833	227,777
Budgeted Staffing		74.4	-	3.0	-	77.4	7.4	84.8
Fixed Asset								
Improvement to Land	-	-	-	-	-	-	100,000	100,000
Equipment	418,338	-	-	-	-	-	253,000	253,000
Total Fixed Assets	418,338	-	-	-	-	-	353,000	353,000



DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund
 BUDGET UNIT: EAA, EWE, EWC

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
2003-04 FINAL BUDGET	74.4	46,985,412	46,015,356	(970,056)
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	333,520	333,520	-
Internal Service Fund Adjustments	-	367,660	367,660	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	701,180	701,180	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	3.0	122,370	122,370	-
Subtotal	3.0	122,370	122,370	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	77.4	47,808,962	46,838,906	(970,056)
Department Recommended Funded Adjustments	7.4	8,544,050	9,741,883	1,197,833
TOTAL 2004-05 PROPOSED BUDGET	84.8	56,353,012	56,580,789	227,777
2003-04 FINAL FIXED ASSETS		-		
Board Approved Adjustments During 2003-04				
Mid-Year Board Items		-		
Impacts to Fixed Assets Due to State Budget Cuts		-		
Department Recommended Changes in Fixed Assets		353,000		
TOTAL 2004-05 PROPOSED FIXED ASSETS BUDGET		353,000		

SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund
 BUDGET UNIT: EAA, EWE, EWC

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. SALARIES AND BENEFITS	7.4	544,543	-	(544,543)
<p>SWMD is proposing a 7.4 net increase in budgeted staff. This increase includes the addition of the following 7.0 new positions:</p> <ul style="list-style-type: none"> * 1.0 Public Works Engineer II for closure construction project management. * 1.0 Engineering Technician V for inspection of landfill gas and groundwater monitoring operations and maintenance contracted construction. * 1.0 Landfill Operations Inspector for daily observation of operations and diversion activity at landfills and transfer stations throughout the County, and oversight of the numerous Bark Beetle timber harvesters. * 1.0 Planner II to research and develop alternatives to wood waste disposal, research funding opportunities, and a variety of other duties. * 2.0 Fiscal Clerk II positions for daily scale transaction monitoring and tonnage corrections, payments to contractors, receipts from haulers, and job cost accounting. * 1.0 Staff Analyst I for contract and program monitoring, financial and statistical analysis/reporting, and responding to day-to-day inquiries for information. <p>These new positions are needed to assist SWMD with its increased workload demands resulting from additional tonnage being delivered to the County's landfill system, as well as the \$26 million of landfill closure and expansion projects that are scheduled for FY 2004-05.</p> <p>In addition to the above increases, 1.0 Public Service Employee is being added to offset a 0.8 decrease for an Engineering Technician III who is on military service leave, and budgeted staff is increasing by 0.2 for overtime of various field personnel.</p>				



SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund
 BUDGET UNIT: EAA, EWE, EWC

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

	Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
2.	SERVICES AND SUPPLIES				
	Bark Beetle Program		5,791,141	-	(5,791,141)
	Full year costs to continue the Bark Beetle Program at maximum capacity including full operations of the burners at Burnt Flats and chipping operations at Heaps Peak and Big Bear.				
	Waste Reduction Programs		399,000	-	(399,000)
	Expanded and new waste reduction programs to reach the AB 939 requirement of diverting 50% of waste generated in the County. These programs are aimed at increasing the recycling and reuse of waste.				
	Capital Projects Technical Support		1,203,522	-	(1,203,522)
	This program provides for Landfill Gas and Groundwater well construction and monitoring at all active landfills, and for corrective actions required by the various water and air quality control boards. In addition, this program provides for construction design of closure and expansion projects and other engineering consultant projects. The additional appropriations for 2004-05 are needed for projects that have been deferred in previous years. These projects were pending completion of a study regarding the final cover materials at the landfills. Projects were also deferred until sufficient funding became available.				
	Operations Contract		1,097,927	-	(1,097,927)
	This program provides for the day-to-day operations of all of the active landfills and transfer stations, and for the repair of storm damaged inactive and closed landfill facilities. This increase is due to additional tons projected to be brought to the county solid waste facilities during 2004-05.				
	Debt service		(4,900,000)	-	4,900,000
	Debt service principal costs have been reclassified to the Other Charges category per the Auditor/Controller-Recorder.				
	Other services and supplies costs		492,595	-	(492,595)
	Increased appropriations for the following: software/hardware purchases (\$122,997), non-inventorial equipment (\$46,584), remodel of office space for new employees (\$144,215), communication charges (\$90,247), COWCAP (\$60,452), and various minor adjustments that result in a \$28,100 net increase.				
3.	OTHER CHARGES				
	Debt Service - Principal		4,900,000	-	(4,900,000)
	The budget for outstanding debt service principal payments have been reclassified from the Services and Supplies account per direction from the Auditor/Controller-Recorder's Office.				
	Debt Service - Interest		(2,093,115)	-	2,093,115
	The Debt Service interest is reduced due to the pay-off of one bond in the previous fiscal year.				
	Payments to other government entities		473,760	-	(473,760)
	Increased payments to the Board of Equalization due to additional tonnage at the landfills (\$174,321), to the WDA Cities for the increased Article 19 tonnage (\$297,424), and to the City of Ontario for the Milliken Landfill property taxes (\$2,015).				
4.	TRANSFERS		42,530	-	(42,530)
	Increased payments for the administrative charges related to the operations of the Economic Development and Public Services Group.				
5.	DEPRECIATION		592,147	-	(592,147)
	SWMD now reflecting depreciation expense in the County budget book per direction from the County Administrative Office.				
6.	TAXES		-	(111,403)	(111,403)
	Reduction to Estimated Single Family Refuse rate paid on Property Tax Assessment due to the October 2003 Old Waterman Canyon and Grand Prix Fires destroying homes and businesses.				
7.	LICENSES AND PERMITS		-	459,128	459,128
	Increased revenues from additional franchised areas.				
8.	USE OF MONEY AND PROPERTY		-	8,821	8,821
	Increased interest earned due to a greater cash balance for this fund.				
9.	STATE, FEDERAL, AND OTHER GOVERNMENTAL AID		-	(697,729)	(697,729)
	Decrease principally due to reduced federal aid for the Bark Beetle Program.				
10.	CURRENT SERVICES		-	9,961,359	9,961,359
	* Increase of \$7,409,350 due to charging for Bark Beetle wood waste.				
	* Increase of \$1,577,000 from the additional Article 19 tonnage received.				
	* An additional \$676,000 for WDA cost-of-living adjustment of \$1.00 per ton.				
	* An additional \$299,009 due to under-estimating the amount of revenue during the 2003-04 budget process.				
11.	OTHER REVENUE		-	(293)	(293)
	Minimal decrease in other revenue anticipated for 2004-05.				
12.	OTHER FINANCING SOURCES		-	(78,000)	(78,000)
	Reduction in proceeds from the sale of fixed assets.				



SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund
 BUDGET UNIT: EAA, EWE, EWC

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
13. OPERATING TRANSFERS IN		-	200,000	200,000
Transfers from the Environmental Mitigation Fund to assist with the cost of the Bark Beetle Infestation Program.				
Total	<u>7.4</u>	<u>8,544,050</u>	<u>9,741,883</u>	<u>1,197,833</u>

DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Scale	100,000
Purchase and installation of additional scale at the Colton landfill for traffic mitigation.	
2. Office Equipment	25,000
Purchase of a copier to replace a model having excessive down time for repairs for \$15,000. Purchase of a wide-format copier for engineering design and topographical copies for \$10,000.	
3. Field Equipment	228,000
Replace excavator at burnt flats for \$200,000. Purchase of an Organic Vapor Analyzer/Monitor for landfill gas inspections for \$18,000. Purchase of two (2) landfill gas detectors for over night detection of gas leaks for \$5,000 each or \$10,000.	
Total	<u>353,000</u>

SCHEDULE E

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Operations Fund
 BUDGET UNIT: EAA, EWE, EWC

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
Ordinary Refuse Fee	-	588,800	588,800	-
This fee increase is "inflationary" in nature. The Waste Delivery Agreements (WDA) require an annual fiscal year cost-of-living adjustment be made to the WDA Refuse fee. When this fee was implemented, a per ton spread was established between the WDA refuse fee and the Ordinary refuse fee. Each year, the County maintains the original \$4.50/ton parity between these two fees by adjusting the Ordinary Refuse fee as necessary. If this fee increase is approved, additional revenue of \$588,800 would be generated in 2004-05. SWMD proposes to set this revenue aside to fund any potential costs resulting from the continuing perchlorate investigation at the Mid-Valley landfill.				
Hard to Handle, Special Handling, Non-compacted, and Compacted Refuse	-	100	100	-
These fee increases are "inflationary" in nature and are being recommended to preserve a link with the above Ordinary Refuse Fee.				
Uncovered/Unsecured Loads (minimum load)	-	148,560	148,560	-
State and local laws prohibit transportation of waste in an uncovered or unsecured manner. Nearly 50% of all loads received at County waste facilities are in violation of such laws that result in additional litter cleanup costs for SWMD. This new fee will give the County a method for encouraging public compliance with the laws and provide additional funds to finance litter cleanup activities. Without this new fee, the County will continue to experience excessive waste spillage from uncovered and unsecured loads, and have to fund the related cleanup from existing operating funds.				
Uncovered/Unsecured Loads (per ton loads)	-	61,923	61,923	-
State and local laws prohibit transportation of waste in an uncovered or unsecured manner. Nearly 50% of all loads received at County waste facilities are in violation of such laws that result in additional litter cleanup costs for SWMD. This new fee will give the County a method for encouraging public compliance with the laws and provide additional funds to finance litter cleanup activities. Without this new fee, the County will continue to experience excessive waste spillage from uncovered and unsecured loads, and have to fund the related cleanup from existing operating funds.				
Uniform Handling Exemption Application Fee	-	60,000	60,000	-
Some customers who self-haul their waste wish to be exempted from mandatory trash pickup. An application process is being developed, but there is no revenue source to fund its costs. This new fee would fund the program costs. Without this new fee, existing operational revenues will be used to fund these costs. This program is optional to the customers.				
Total	<u>-</u>	<u>859,383</u>	<u>859,383</u>	<u>0</u>





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Solid Waste Management
FUND NAME : Operations Fund
BUDGET UNIT: EAA SWM
PROGRAM: Sanitation Services

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 56,862,786

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	20,357,384
Fee Revenue for fees not listed	36,135,597
Non Fee Revenue	597,582
Retained Earnings	(227,777)
Budgeted Sources	\$ 56,862,786

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 57,722,169

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	21,216,767
Fee Revenue for fees not listed	36,135,597
Non Fee Revenue	597,582
Retained Earnings	(227,777)
Revised Sources	\$ 57,722,169

DIFFERENCES (See Following Page for Details)	
	\$ 859,383
	859,383
	-
	-
	-
	\$ 859,383

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	588,900
Other	270,483
Total	\$ 859,383

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
The Solid Waste Management Division (SWMD) is recommending an inflationary increase to the Ordinary Refuse Fee to maintain parity with the refuse fee of the Waste Delivery Agreement cities. The \$588,900 of additional revenue to be generated from this increase would be set aside for continuing costs related to the Mid-Valley perchlorate investigation. The proposed new fee for the Uncovered/Unsecured loads at the landfills is needed to encourage public compliance with existing laws and to generate \$210,483/year to finance cleanup activities resulting from the uncovered/unsecured loads. Also, SWMD is recommending a new Uniform Handling Exemption Application Fee to generate \$60,000 in revenues to offset the cost of determining if certain customers can be exempted from mandatory trash pickup. This program is completely optional for customers.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Public Works - Solid Waste Management
FUND NAME : Operations Fund
PROGRAM: Sanitation Services

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0222(a)(1)	Ordinary Refuse	\$ 34.56	588,800	\$ 20,348,928	\$ 35.56	588,800	\$ 20,937,728	\$ 1.00	-	\$ 588,800	\$ 588,800	This fee increase is "inflationary" in nature and is being recommended to maintain the parity with the refuse fee with the Waste Delivery Agreement cities. The additional revenue generated will be set aside for future costs related to the ongoing perchlorate investigation at the Mid Valley landfill.
16.0222(h)(3)(B)	Hard to Handle Refuse	\$ 21.14	200	\$ 4,228	\$ 21.39	200	\$ 4,278	\$ 0.25	-	\$ 50	\$ 50	This fee increase is "inflationary" in nature and is being recommended to preserve a link with the Ordinary Refuse Fee.
16.0222(h)(3)(C)	Special Handling Refuse	\$ 21.14	200	\$ 4,228	\$ 21.39	200	\$ 4,278	\$ 0.25	-	\$ 50	\$ 50	This fee increase is "inflationary" in nature and is being recommended to preserve a link with the Ordinary Refuse Fee.
16.0222(i)(1)(A)	Non-Compacted Refuse	\$ 3.46	-	\$ -	\$ 3.56	-	\$ -	\$ 0.10	-	\$ -	\$ -	This fee increase is "inflationary" in nature and is being recommended to preserve a link with the Ordinary Refuse Fee.
16.0222(i)(1)(B)	Compacted Refuse	\$ 11.53	-	\$ -	\$ 11.86	-	\$ -	\$ 0.33	-	\$ -	\$ -	This fee increase is "inflationary" in nature and is being recommended to preserve a link with the Ordinary Refuse Fee.
16.0222	Use Codes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	This is not a fee increase. This action merely revises language to add the following use codes: 0526 (Mobile home on permanent foundation), 0534 (Attached single family residence - common wall), 0535 (Zero lot line single family residence), 0599 (Miscellaneous residential structure). There is no financial impact from this action.
16.0222(a)(3)	Uncovered/ Unsecured Loads [minimum loads]	\$ -	-	\$ -	\$ 10.00	14,856	\$ 148,560	\$ 10.00	14,856	\$ 148,560	\$ 148,560	State and local laws prohibit transportation of waste in an unsecured or uncovered manner. Nearly 50% of all loads received at County waste facilities are in violation of such laws, causing litter cleanup problems. This new fee will give the County a method for encouraging public compliance with the laws and generate additional revenues to finance litter cleanup activities.
16.0222(a)(3)	Uncovered/ Unsecured Loads [per ton loads]	\$ -	-	\$ -	\$ 36.34	1,704	\$ 61,923	\$ 36.34	1,704	\$ 61,923	\$ 61,923	State and local laws prohibit transportation of waste in an unsecured or uncovered manner. Nearly 50% of all loads received at County waste facilities are in violation of such laws, causing litter cleanup problems. This new fee will give the County a method for encouraging public compliance with the laws and generate additional revenues to finance litter cleanup activities.
16.0222(k)(10)	Uniform Handling Exemption Application Fee			\$ -	\$ 40.00	1,500	\$ 60,000	\$ 40.00	1,500	\$ 60,000	\$ 60,000	Some customers who self-haul their waste wish to be exempted from mandatory trash pickup. An application process is being developed so they can be excluded, but there is no current revenue source to fund this cost. This proposed new fee is being recommended to fund the program's costs. Without this fee, existing operational revenues will be used to finance these costs. This program is completely optional for customers.

Site Closure and Maintenance Fund

DESCRIPTION OF MAJOR SERVICES

The Site Closure and Maintenance Fund provides for the closure of landfills and for post-closure maintenance [e.g., fencing, storm damage, soil erosion, but excluding landfill gas and groundwater monitoring] required by Titles 14 and 25 of the California Code of Regulations. This fund accounts for the expenses and revenues related to the planning, design, permitting, and construction activities required for closure and post-closure maintenance of county landfills.

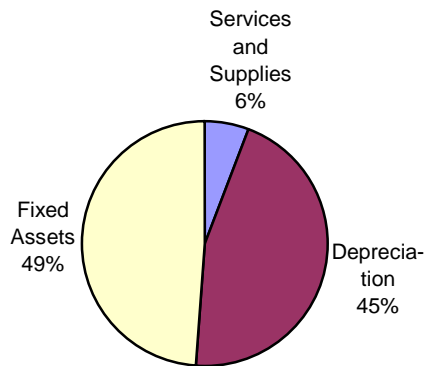
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

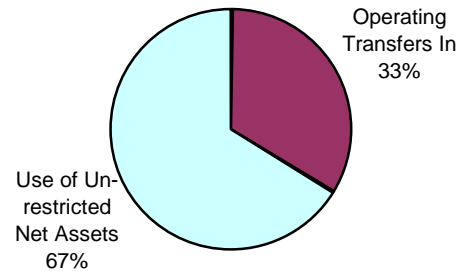
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	4,688,406	10,806,246	8,035,203	20,038,427
Total Financing Sources	5,670,418	10,059,246	6,217,355	13,323,915
Revenue Over/(Under) Expense	982,012	(747,000)	(1,817,848)	(6,714,512)
Budgeted Staffing		-		-
Fixed Assets	7,000	8,694,365	8,392,365	19,167,365

The 2003-04 estimated expenses and revenues are approximately \$2.7 million and \$3.8 million less than budget, respectively. Both shortfalls are the result of less than anticipated operating transfer activity occurring during the year between various SWMD Funds.

2004-05 BREAKDOWN BY EXPENSE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Site Closure and Maintenance

BUDGET UNIT: EAB SWM
 FUNCTION: Health & Sanitation
 ACTIVITY: Sanitation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	2,732,113	1,533,312	-	-	-	1,533,312	803,372	2,336,684
Total Appropriation	2,732,113	1,533,312	-	-	-	1,533,312	803,372	2,336,684
Depreciation	874,179	-	-	-	-	-	17,701,743	17,701,743
Oper Trans Out	4,428,911	9,272,934	-	-	-	9,272,934	(9,272,934)	-
Total Operating Expense	8,035,203	10,806,246	-	-	-	10,806,246	9,232,181	20,038,427
Departmental Revenue								
Taxes	9,500	9,500	-	-	-	9,500	-	9,500
Use of Money & Prop	193,838	138,152	-	-	-	138,152	(38,152)	100,000
Current Services	141,944	105,000	-	-	-	105,000	41,160	146,160
Total Revenue	345,282	252,652	-	-	-	252,652	3,008	255,660
Operating Transfers In	5,872,073	9,806,594	-	-	-	9,806,594	3,261,661	13,068,255
Total Financing Sources	6,217,355	10,059,246	-	-	-	10,059,246	3,264,669	13,323,915
Revenue Over/(Under) Exp	(1,817,848)	(747,000)	-	-	-	(747,000)	(5,967,512)	(6,714,512)
Fixed Asset								
Land	325,000	-	-	-	-	-	325,000	325,000
Improvement to Land	8,067,365	8,694,365	-	-	-	8,694,365	10,148,000	18,842,365
Total Fixed Assets	8,392,365	8,694,365	-	-	-	8,694,365	10,473,000	19,167,365

SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Site Closure and Maintenance
 BUDGET UNIT: EAB SWM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Services and Supplies Increase due to a carry-over of professional service projects from FY 2003-04 and new professional service projects anticipated for FY 2004-05.	-	803,372	-	(803,372)
2. Depreciation Estimated depreciation expense now included in the budget book per instructions from the County Administrative Office.	-	17,701,743	-	(17,701,743)
3. Operating Transfers Out Closure bond released in FY 2003-04 to the Solid Waste Management Division and deposited in the Financial Assurance Fund (Fund EAN). As a result, in FY 2004-05 this budget unit will no longer provide financing for Groundwater Remediation projects.	-	(9,272,934)	-	9,272,934
4. Interest Decreased interest revenue expected due to reduced cash balance.	-	-	(38,152)	(38,152)
5. Revenue From Current Services Increase in Article 19 tonnage resulting in additional revenue in FY 2004-05.	-	-	41,160	41,160
6. Operating Transfers In Increased funding from the Financial Assurance Fund to finance several closure projects at a number of sites including Lenwood-Hinkley, 29 Palms, Hesperia and Lucerne Valley.	-	-	3,261,661	3,261,661
Total	-	9,232,181	3,264,669	(5,967,512)



DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

	Brief Description of Change	Appropriation
1.	Land	325,000
	Increase due to the anticipated purchase of a 2-acre parcel west of Unit 1 at the Mid-Valley Sanitary Landfill.	
2.	Improvements to Land	10,148,000
	Increase in final closure construction projects. The 29 Palms, Milliken - Phase 3, and Hesperia sanitary landfills are expected to be fully closed during FY 2004-05.	
	Total	10,473,000



Site Enhancement, Expansion, & Acquisition Fund

DESCRIPTION OF MAJOR SERVICES

The Site Enhancement, Expansion and Acquisition Fund provides for the expansion construction of landfills and transfer stations, the purchase of land, the construction of new facilities, and site enhancements. This fund accounts for the expenses and revenues related to the planning, permitting, construction, and design activities required for the expansion and/or enhancement of County landfill and transfer station operations.

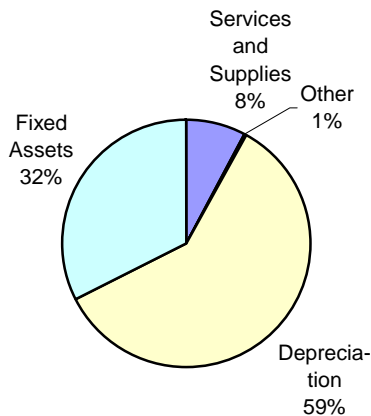
There is no staffing associated with this budget fund.

BUDGET AND WORKLOAD HISTORY

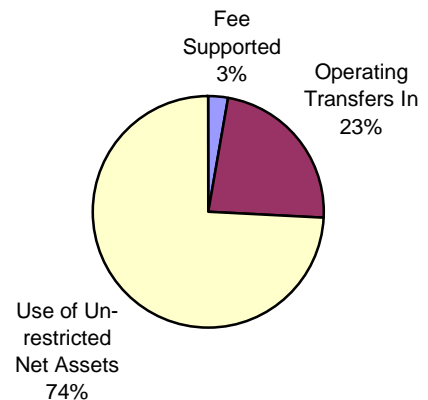
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	896,163	3,806,788	20,916,850	21,897,101
Total Financing Sources	8,422,779	8,204,667	4,825,725	8,375,716
Revenue Over/(Under) Expense	7,526,616	4,397,879	(16,091,125)	(13,521,385)
Budgeted Staffing		-		-
Fixed Assets	1,001,641	9,686,116	10,215,936	10,510,000

The 2003-04 estimated expenses are approximately \$17.1 million greater than budget largely due to now reporting depreciation expense in the budget book. SWMD is anticipating approximately \$16.3 million of unbudgeted depreciation expense for 2003-04. Effective 2004-05, SWMD will be budgeting for depreciation per direction from the County Administrative Office. The 2003-04 estimated revenues are \$3,378,942 less than budget due to less operating transfer activity between SWMD Funds occurring during the year.

2004-05 BREAKDOWN BY EXPENSE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Site Enhancement, Expansion & Acq.

BUDGET UNIT: EAC SWM
 FUNCTION: Health & Sanitation
 ACTIVITY: Sanitation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	3,454,895	2,934,194	-	-	-	2,934,194	(447,461)	2,486,733
Other Charges	165,321	-	-	-	-	-	165,321	165,321
Total Appropriation	3,620,216	2,934,194	-	-	-	2,934,194	(282,140)	2,652,054
Depreciation	16,253,885	-	-	-	-	-	19,245,047	19,245,047
Oper Trans Out	1,042,749	872,594	-	-	-	872,594	(872,594)	-
Total Operating Expense	20,916,850	3,806,788	-	-	-	3,806,788	18,090,313	21,897,101
Departmental Revenue								
Use of Money & Prop	156,602	117,205	-	-	-	117,205	38,795	156,000
Current Services	892,219	660,000	-	-	-	660,000	261,620	921,620
Other Revenue	300,000	-	-	-	-	-	-	-
Total Revenue	1,348,821	777,205	-	-	-	777,205	300,415	1,077,620
Operating Transfers In	3,476,904	7,427,462	-	-	-	7,427,462	(129,366)	7,298,096
Total Financing Sources	4,825,725	8,204,667	-	-	-	8,204,667	171,049	8,375,716
Revenue Over/(Under) Ex	(16,091,125)	4,397,879	-	-	-	4,397,879	(17,919,264)	(13,521,385)
Budgeted Staffing		-	-	-	-	-	-	-
Fixed Asset								
Land	16,000	20,000	-	-	-	20,000	(10,000)	10,000
Improvement to Land	10,199,936	9,666,116	-	-	-	9,666,116	833,884	10,500,000
Total Fixed Assets	10,215,936	9,686,116	-	-	-	9,686,116	823,884	10,510,000

SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Site Enhancement, Expansion & Acq.
 BUDGET UNIT: EAC SWM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Services and Supplies Decrease in carry-over of professional service projects from FY 2003-04.	-	(447,461)	-	447,461
2. Other Charges Estimated settlement costs with property owners regarding Baseline/Alder Ave. property.	-	165,321	-	(165,321)
3. Depreciation Estimated depreciation expense now included in budget book per instructions from the County Administrative Office.	-	19,245,047	-	(19,245,047)
4. Operating Transfers Out Less operating transfers to the Site Closure and Maintenance Fund will be required due to cash available in the Financial Assurance Fund (Fund EAN).	-	(872,594)	-	872,594
5. Revenue From Use of Money and Property Increased interest revenue due to greater cash balance.	-	-	38,795	38,795
6. Revenue From Current Services Increase in Article 19 tonnage resulting in additional revenue in FY 2004-05.	-	-	261,620	261,620
7. Operating Transfers In Less operating transfers in are needed due to partial funding of projects from expansion bond during FY 2004-05.	-	-	(129,366)	(129,366)
Total	-	18,090,313	171,049	(17,919,264)



DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

	Brief Description of Change	Appropriation
1.	Land	(10,000)
	Reduction in the amount needed to complete the Barstow Land Transfer Project with the Bureau of Land Management.	
2.	Improvements to Land	833,884
	Increase due to carry-over projects from FY 2003-04 and new projects for FY 2004-05.	
	Total	823,884



Groundwater Remediation Fund

DESCRIPTION OF MAJOR SERVICES

The Groundwater Remediation Fund provides environmental mitigation activities (e.g., landfill gas extraction and groundwater remediation created by the landfill) at closed and inactive County landfill sites for the health and safety of the public. This fund accounts for the expenses and revenues related to these environmental remediation activities. Also referred to as post-closure activities, the costs related to this fund are financed by SWMD's Financial Assurance Fund.

There is no staffing associated with this budget unit.

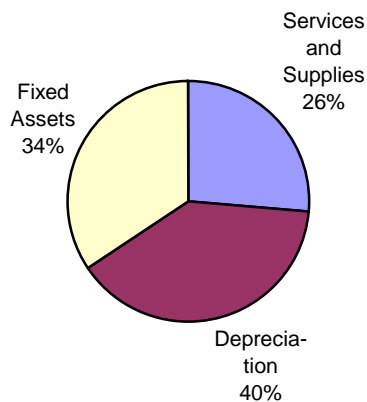
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	2,827,626	3,422,934	6,811,318	9,832,790
Total Financing Sources	4,653,329	9,283,976	4,449,096	9,089,463
Revenue Over/(Under) Expense	1,825,703	5,861,042	(2,362,222)	(743,327)
Budgeted Staffing		-		-
Fixed Assets	1,255,358	5,861,042	4,559,132	5,143,053

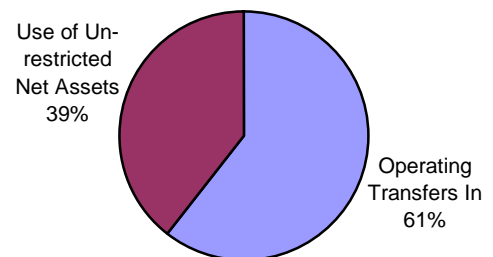
The 2003-04 estimated expenses are approximately \$3.4 million greater than budget largely due to now reporting depreciation expense in the budget book. SWMD is anticipating approximately \$2.4 million of unbudgeted depreciation expense for 2003-04. Effective 2004-05, SWMD will be budgeting for depreciation per direction from the County Administrative Office. In addition, a number of groundwater remediation projects have been deferred until 2004-05, resulting in a savings of \$975,958.

The 2003-04 estimated revenues are \$4,834,880 less than budget due to less operating transfer activity between SWMD Funds occurring during the year.

2004-05 BREAKDOWN BY EXPENSE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Groundwater Remediation Fund

BUDGET UNIT: EAL SWM
 FUNCTION: Health & Sanitation
 ACTIVITY: Sanitation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	4,398,892	3,422,934	-	-	-	3,422,934	543,661	3,966,595
Total Appropriation	4,398,892	3,422,934	-	-	-	3,422,934	543,661	3,966,595
Depreciation	2,412,426	-	-	-	-	-	5,866,195	5,866,195
Total Operating Expense	6,811,318	3,422,934	-	-	-	3,422,934	6,409,856	9,832,790
Departmental Revenue								
Use of Money & Prop	20,185	2,109	-	-	-	2,109	17,891	20,000
Other Revenue	-	8,933	-	-	-	8,933	(8,933)	-
Total Revenue	20,185	11,042	-	-	-	11,042	8,958	20,000
Operating Transfers In	4,428,911	9,272,934	-	-	-	9,272,934	(203,471)	9,069,463
Total Financing Sources	4,449,096	9,283,976	-	-	-	9,283,976	(194,513)	9,089,463
Revenue Over/(Under) Exp	(2,362,222)	5,861,042	-	-	-	5,861,042	(6,604,369)	(743,327)
Fixed Asset								
Improvement to Land	4,559,132	5,861,042	-	-	-	5,861,042	(717,989)	5,143,053
Total Fixed Assets	4,559,132	5,861,042	-	-	-	5,861,042	(717,989)	5,143,053

SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Groundwater Remediation Fund
 BUDGET UNIT: EAL SWM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Services and Supplies Increase due to a carry-over of professional service projects from FY 2003-04 and new professional service projects for FY 2004-05.	-	543,661	-	(543,661)
2. Depreciation Estimated depreciation expense now included in budget book per instructions from the County Administrative Office.	-	5,866,195	-	(5,866,195)
3. Revenue From Use of Money and Property Increase in interest earned due to greater cash balance.	-	-	17,891	17,891
4. Other Revenue Prior year's revenue no longer budgeted.	-	-	(8,933)	(8,933)
5. Operating Transfers In Less operating transfers for 2004-05 due to a reduction of groundwater remediation capital projects scheduled for the upcoming year.	-	-	(203,471)	(203,471)
Total	-	6,409,856	(194,513)	(6,604,369)

DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Improvements to Land Decrease in the number of projects anticipated for FY 2004-05.	(717,989)
Total	(717,989)



Environmental Mitigation Fund

DESCRIPTION OF MAJOR SERVICES

The Environmental Mitigation Fund (EMF) was established to provide separate accountability of that portion of the tipping fee designated as a resource for addressing solid waste facility impacts on local communities. The Board of Supervisors (Board) approved an Environmental Mitigation Fund Use Policy on July 10, 2001. In accordance with this policy, projects or programs must reduce, avoid, or otherwise mitigate impacts arising from the operation and management of a County-owned landfill or transfer station to be eligible for use of EMF monies. Current programs funded through EMF monies are the Household Hazardous Waste (HHW) Program in unincorporated County communities, ongoing since 1993; the Community Clean Up Program approved by the Board in 1994; and the Community Collection Program. Revenues collected in this fund are also used to make contractual payments to the six host cities with a county landfill within its boundary or sphere of influence. On March 30, 2004, the Board approved an amended EMF Use Policy that revised the eligibility criteria to include the County's portion of costs associated with debris cleanup in the aftermath of a locally declared disaster.

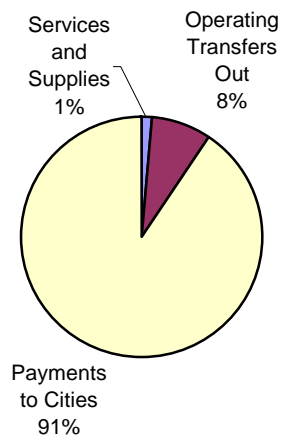
There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

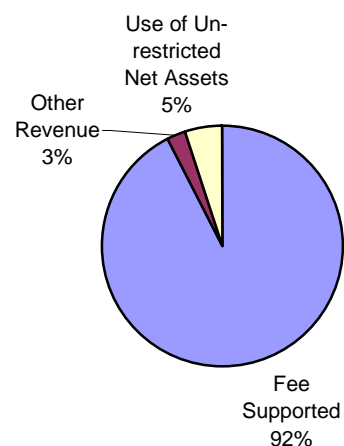
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Operating Expense	2,099,039	2,003,000	3,209,000	2,501,000
Departmental Revenue	2,302,279	2,095,595	2,236,082	2,377,030
Revenue Over/(Under) Expense	203,240	92,595	(972,918)	(123,970)
Budgeted Staffing		-		-
Fixed Assets	-	100,000	100,000	-

The 2003-04 estimated expenses are \$1,206,000 greater than budget primarily due to the Board-approved use of Environmental Mitigation funds to finance a portion of SWMD's debris removal and cleanup costs related to the Grand Prix and Old fires.

2004-05 BREAKDOWN BY EXPENSE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Environmental Mitigation Fund

BUDGET UNIT: EWD SWM
 FUNCTION: Health & Sanitation
 ACTIVITY: Sanitation

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	48,000	-	-	-	-	-	36,000	36,000
Other Charges	2,230,000	2,003,000	-	-	-	2,003,000	262,000	2,265,000
Total Appropriation	2,278,000	2,003,000	-	-	-	2,003,000	298,000	2,301,000
Oper Trans Out	931,000	-	-	-	-	-	200,000	200,000
Total Operating Expense	3,209,000	2,003,000	-	-	-	2,003,000	498,000	2,501,000
Departmental Revenue								
Use of Money & Prop	64,417	32,775	-	-	-	32,775	31,225	64,000
Current Services	2,171,665	2,062,820	-	-	-	2,062,820	250,210	2,313,030
Total Revenue	2,236,082	2,095,595	-	-	-	2,095,595	281,435	2,377,030
Revenue Over/(Under) Exp	(972,918)	92,595	-	-	-	92,595	(216,565)	(123,970)
Fixed Asset								
Improvement to Land	100,000	100,000	-	-	-	100,000	(100,000)	-
Total Fixed Assets	100,000	100,000	-	-	-	100,000	(100,000)	-

SCHEDULE C

DEPARTMENT: Public Works - Solid Waste Mgmt
 FUND: Environmental Mitigation Fund
 BUDGET UNIT: EWD SWM

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Services and Supplies Increase due to various projects for Community Collection and Illegal Dumping Abatement programs.	-	36,000	-	(36,000)
2. Other Charges Increase in payment to cities for Host Community Fees due to increase in tonnage.	-	262,000	-	(262,000)
3. Operating Transfers Out Increase due to funding of State Highway 173 annual maintenance costs and the Bark Beetle Remediation Program in SWMD's Operations fund.	-	200,000	-	(200,000)
4. Revenue From Use of Money and Property Increase in interest revenue based on current year estimates.	-	-	31,225	31,225
5. Revenue From Current Services Increase in revenue based on additional tonnage projected in FY 2004-05.	-	-	250,210	250,210
Total	-	498,000	281,435	(216,565)

DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Improvements to Land No capital projects planned for FY 2004-05.	(100,000)
Total	(100,000)



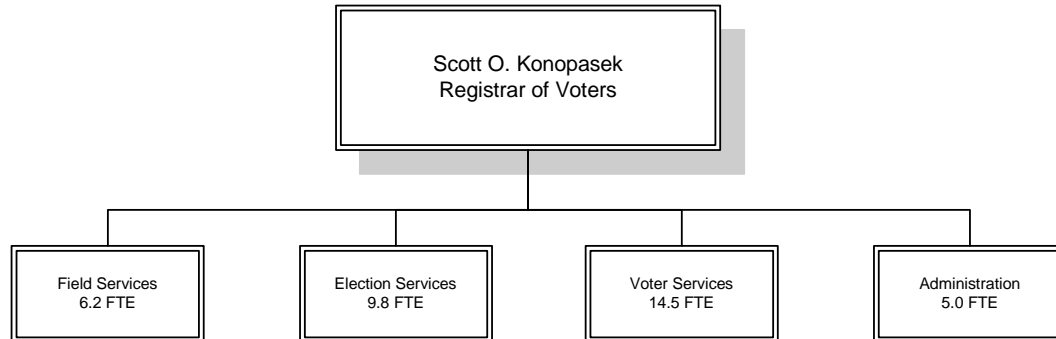
REGISTRAR OF VOTERS

Scott O. Konopasek

MISSION STATEMENT

The Registrar of Voters Department upholds the integrity of the electoral process by consistently conducting fair and open elections that are accessible to all and that accurately reflect the intent of the electorate. Departmental activities promote public confidence in the electoral process, increase voter participation, and strengthen democracy while providing the highest quality of customer service.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

The primary function of the Registrar of Voters Department is to conduct elections as prescribed by district, city, county, state, and federal laws, and regulations. To support this function, the department is also responsible for registering voters, maintaining voter records, processing petitions, tracking boundary changes and precinct boundaries to reflect realignments of all political subdivisions, and recruiting and training poll workers.

The Voter Services Division processes voter registrations, in an accurate and timely manner, for eligible voters within the County of San Bernardino. This division maintains the voter rolls with current information to be used to conduct elections and to verify petitions. This division also performs absentee voter functions that include processing absentee applications, issuing, receiving, and preparing for counting absentee ballots for all elections.

The Election Services Division recruits, trains, and strives to retain sufficient qualified and knowledgeable poll workers for each election. This division processes candidate filings and processes/files candidate FPPC financial statements. Additionally, this division maintains all current political subdivisions boundaries for use in conducting elections and providing registration data as requested.

The Field Services Division is responsible for locating a sufficient number of accessible polling places for all elections and arranging for the delivery and recovery of all supplies to all polling places. This division also maintains, operates, and tests the Department's voting systems.

The Administration Division provides accurate and timely fiscal, personnel, payroll, and general office support.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	3,134,710	4,484,686	19,400,332	3,285,368
Departmental Revenue	543,214	1,744,134	9,924,423	652,000
Local Cost	2,591,496	2,740,552	9,475,909	2,633,368
Budgeted Staffing		42.9		36.5

Workload Indicators

Elections	113	210	226	100
Registered Voters	612,801	635,000	649,501	700,000
Polling Places	893	1,400	1,234	408
State Petitions Checked	1	3	11	3
Signatures Checked on State Petitions	3,638	42,500	73,500	45,000
Absentee Ballots issued	103,124	250,000	328,382	140,000

In FY 2003-04, there were several major program changes and/or events that impacted the Department's budget after adoption of the final budget.

The first major program change involved a contract that was awarded to Sequoia Electronic Voting Systems on September 9, 2003, in the amount of \$13,695,027, to supply the electronic voting system that replaced the County's decertified punch card voting system. State Proposition 41 funding of \$7,995,027 was received to offset the cost of the system, with the balance of \$5,700,000 in funding from the County's Electronic Voting System Reserve (county contingency funds).

The second major event was the unbudgeted October 7, 2003, Statewide Special Election. This election was funded with \$1,200,000 of County contingency funds.

The third major program change was the implementation of the OPTECH absentee ballot system which was used countywide for absentee ballots and at polling places for both the October 2003 Special Election, and the November 2003 district elections. The OPTECH system was used for absentee voting at the March 2004 primary election and will continue to be used as the absentee system.

The fourth major program change was a countywide implementation of the Sequoia AVC Edge electronic voting system at the March 2004 primary election, which had different cost factors from that of the punch card system. However, the FY 2003-04 budget was based upon historical expenditure assumptions related to use of punch card voting.

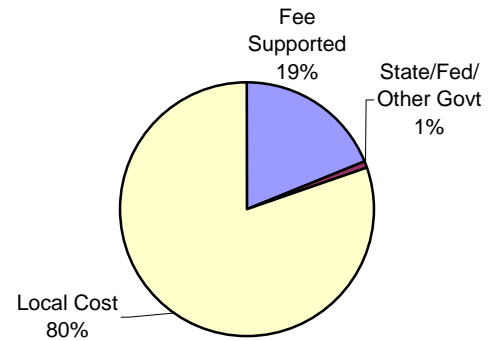
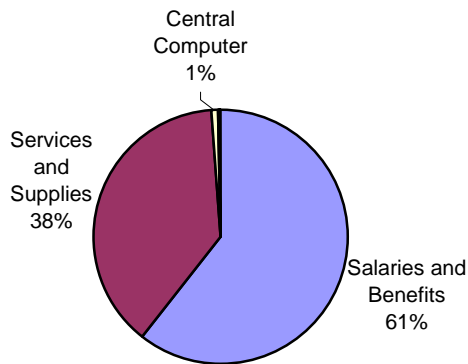
During the course of the year, various jurisdictions requested the Registrar of Voters to conduct special elections, which were not included in the Department's final budget. In March 2004, \$112,110 in additional appropriation and revenue authority was added to the Department's budget to cover the cost of the December 2003 Retirement Board and the January 2004 City of Highland Recall elections.

These events and/or program changes collectively are estimated to result in an under expenditure of approximately \$237,000 for salaries/benefits, and an over expenditure of approximately \$145,000 for services/supplies, from that of the modified budget. Revenues are estimated to exceed the modified budget by approximately \$73,000, which will result in a local cost projection of nearly \$165,000 less than that of the modified budget. Through managed salary savings and one-time revenues, the department is able to mitigate these unbudgeted costs associated with the major program changes and events that occurred during FY 2003-04.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Econ Dev/Public Svc
 DEPARTMENT: Registrar of Voters
 FUND: General

BUDGET UNIT: AAA ROV
 FUNCTION: General
 ACTIVITY: Elections

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		2004-05 Proposed Budget
Appropriation								
Salaries and Benefits	1,897,244	2,134,132	124,435	-	(220,515)	2,038,052	(51,009)	1,987,043
Services and Supplies	17,456,255	2,325,321	19,944	-	(39,749)	2,305,516	(1,042,610)	1,262,906
Central Computer	18,540	18,540	8,701	-	-	27,241	-	27,241
Equipment	21,600	-	-	-	-	-	-	-
Transfers	6,693	6,693	-	-	-	6,693	1,485	8,178
Total Appropriation	19,400,332	4,484,686	153,080	-	(260,264)	4,377,502	(1,092,134)	3,285,368
Departmental Revenue								
State, Fed or Gov't Aid	8,098,374	73,550	-	-	-	73,550	(38,550)	35,000
Current Services	1,799,627	1,640,584	-	-	-	1,640,584	(1,053,584)	587,000
Other Revenue	26,422	30,000	-	-	-	30,000	-	30,000
Total Revenue	9,924,423	1,744,134	-	-	-	1,744,134	(1,092,134)	652,000
Local Cost	9,475,909	2,740,552	153,080	-	(260,264)	2,633,368	-	2,633,368
Budgeted Staffing		42.9	-	-	(3.1)	39.8	(3.3)	36.5



DEPARTMENT: Registrar of Voters
FUND: General
BUDGET UNIT: AAA ROV

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	42.9	4,484,686	1,744,134	2,740,552
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	124,435	-	124,435
Internal Service Fund Adjustments	-	28,645	-	28,645
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	153,080	-	153,080
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	(3.1)	(260,264)	-	(260,264)
TOTAL BASE BUDGET	39.8	4,377,502	1,744,134	2,633,368
Department Recommended Funded Adjustments	(3.3)	(1,092,134)	(1,092,134)	-
TOTAL 2004-05 PROPOSED BUDGET	36.5	3,285,368	652,000	2,633,368

SCHEDULE B

DEPARTMENT: Registrar of Voters
FUND: General
BUDGET UNIT: AAA ROV

IMPACTS DUE TO STATE BUDGET CUTS

Brief Description of State Budget Cuts	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Eliminate position - Business Application Manager This position recently became vacant. The Registrar and Assistant Registrar of Voters have increased their management span of control by assuming the duties of this position and by sharing in the supervisory responsibility for staff that were organizationally assigned to the Business Applications Manager position. See policy item request #4 for restoration.	(1.0)	(114,521)	-	(114,521)
Eliminate position - Elections Technician This position was recently vacated due to retirement. This is the one Election Technician assigned to the Voter Services Division which is responsible for voter registration, and petition processing. Eliminating this position will require the ROV to combine the Absentee and Voter Services Divisions into a single division with the Election Technician for the Absentee Voting Division assuming the duties of managing the combined division. Eliminating this position will also require the use of inexperienced lower classified staff to perform the duties. This position is essential to the efficient conduct of the upcoming Presidential Election in November 2004. See policy item request #1 for restoration.	(1.1)	(63,474)	-	(63,474)
Eliminate position - Elections Clerk This position was recently vacated due to retirement. This position is responsible for candidate filing and the design/production of the sample ballot. If the position is eliminated, existing (untrained and less experienced) staff will be required to perform these functions. The job is highly visible to candidates including Superior Court Judges and County Supervisors. This position is essential to the efficient conduct of the upcoming Presidential Election in November 2004. See policy item request #2 for restoration.	(1.0)	(42,520)	-	(42,520)
Services & Supplies as detailed Various Services and supplies will be reduced to meet the State budget cut mandate. See policy item request #3 for restoration.	-	(39,749)	-	(39,749)
Total	(3.1)	(260,264)	-	(260,264)



SCHEDULE C

DEPARTMENT: Registrar of Voters
 FUND: General
 BUDGET UNIT: AAA ROV

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Decrease in Salaries & Benefits Decrease in Salaries & Benefits is due to a reduction in budgeted overtime and PSE employees hours because of the election cycle - one major election vs. two major elections last fiscal year.	(3.3)	(51,009)	-	(51,009)
2. Decrease in Services & Supplies Decrease in Services & Supplies is due to the reduction in the need to purchase election services and supplies because of the election cycle - one major election vs. two major elections last fiscal year.	-	(1,042,610)	-	(1,042,610)
3. Increase in EHAP charges Incremental change in EHAP.	-	1,485	-	1,485
4. State aid decreased State aid decreased due to grant funds received from the State in FY 2000-01 for early voting, that have been fully expended.	-	-	(38,550)	38,550
5. Current Services decreased Current Services decreased due to a reduction in anticipated election billings because of the election cycle - one major election vs. two major elections last fiscal year.	-	-	(1,053,584)	1,053,584
Total	(3.3)	(1,092,134)	(1,092,134)	-

SCHEDULE D

DEPARTMENT: Registrar of Voters
 FUND: General
 BUDGET UNIT: AAA ROV

POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Restore Election Technician position The Election Technician position is an essential part of the ROV election team, and is assigned to the Voter Services Division. This position is responsible for the voter registration function and petition function of the office. The November Presidential Election is traditionally the one with the most interest among the public and results in the largest increase in voter registrations during a four year election cycle. Not restoring this position may create a gap in the election process that will be filled with less qualified regular and temporary help, which could result in the inability to efficiently perform elections. See fee request for an option to fully fund this policy item.	1.1	63,474	-	63,474
2	Restore Elections Clerk position The Election Clerk position is an essential part of the ROV election team, and is assigned to the Election Services Division. This position is responsible for the filing of candidate documents and the preparation and proofing of the sample ballot. This is an extremely important function, especially for the statewide election in November 2004 when the President, US Senator, members of Congress and the state legislature, and members of the Board of Supervisors are elected. Not restoring this position may create a gap in the election process that will be filled with less qualified regular and temporary help. This could possibly result in the inability to efficiently perform elections. See fee request for an option to partially fund this policy item.	1.0	42,520	-	42,520
3	Restore Services & Supplies This is a reduction of various services and supplies that are necessary for the day to day activities of the department. In the event the department does not receive funding restoration, budgetary shortages will likely occur early in 2005.	-	39,749	-	39,749
4	Restore Business Application Manager position The Business Application Manager is the leader of the computer support area and performs significant functions during major elections. Restoration is requested to alleviate the additional managerial span of control for the ROV and AROV, as a result of the elimination of this position.	1.0	114,521	-	114,521
Total		3.1	260,264	-	260,264



SCHEDULE E

DEPARTMENT: Registrar of Voters
 FUND: General
 BUDGET UNIT: AAA ROV

FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Fee Request	1.7	88,744	88,744	-
<p>\$82,500 of the increase is due to the electronic voting implementation rental fees for the electronic vote recorders and voting card activators. All other fee adjustments are due to either increased labor and overhead costs or changes in the method used to establish the fee. If these fee adjustments are approved, the \$88,744 in additional fee revenue could be utilized to fund any policy items that are also approved to restore the impact of \$260,264 in state budget cuts. To this end, the \$88,744 in fee revenue could be utilized to fully restore policy item # 1 (Election Technician position - \$63,474) and partially restore policy item # 2 (Elections Clerk position - \$25,270).</p>				
Total	1.7	88,744	88,744	-





2004-05 REVISED/NEW FEE REQUESTS
PROGRAM SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
BUDGET UNIT: AAA ROV
PROGRAM: Elections

PROGRAM APPROPRIATIONS AS CURRENTLY BUDGETED	
Budgeted Appropriations	\$ 3,285,368

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	35,726
Fee Revenue for fees not listed	585,374
Non Fee Revenue	35,000
Local Cost	2,633,368
Budgeted Sources	\$ 3,289,468

PROGRAM APPROPRIATIONS IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriations	\$ 3,365,511

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	115,870
Fee Revenue for fees not listed	585,374
Non Fee Revenue	35,000
Local Cost	2,633,368
Revised Sources	\$ 3,369,612

DIFFERENCES (See Following Page for Details)	
\$ 80,143	
80,144	
-	
-	
-	
\$ 80,144	

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Loss of General Fund Subsidy	-
Increased Employee Related Costs	-
Increased Inflationary Costs	-
Other	88,744
Total	\$ 88,744

Briefly Describe the Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:
\$82,500 of the increase is due to the electronic voting implementation rental fees for the electronic vote recorders and voting card activators. All other fee adjustments were due to either increased labor and overhead costs or changes in the method used to establish the fee. If these fee adjustments are approved, the \$88,744 in additional fee revenue could be utilized to mitigate local cost associated with any policy items that are also approved to restore the impact of \$260,264 in state budget cuts. To this end, the \$88,744 in fee revenue could be utilized to fully restore policy item # 1 (Election Technician position - \$63,474) and partially restore policy item # 2 (Elections Clerk position - \$25,270).



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (b)	Deposit for consolidation of city elections is 25% of estimated cost of election	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	-	Deposit will be eliminated and will have no change in revenues.
16.0224 (d)(1)	Precinct index to register First 1,000 or fewer names	\$38.00	-	\$ -	\$ -	-	\$ -	\$ (38.00)	-	\$ -	-	Fee is no longer used due to automation of precinct indexes.
16.0224 (d)(2)	Each additional 1,000 names	\$ 1.50	-	\$ -	\$ -	-	\$ -	\$ (1.50)	-	\$ -	-	Fee is no longer used due to automation of precinct indexes.
16.0224 (g)(1)	Computer Generated Maps 8 1/2 X 11" Printed Map	\$ 8.00	7	\$ 56	\$ 9.00	7	\$ 63	\$ 1.00	-	\$ 7	7	Fee for printed maps (8.5 X 11 and 11X17) are standardized. Discounts for multiple copies are eliminated.
16.0224 (g)(2)	11 X 17" Precinct Map - printed	\$ 9.50	5	\$ 48	\$ 9.00	5	\$ 45	\$ (0.50)	-	\$ (3)	(3)	Fee for printed maps (8.5 X 11 and 11X17) are standardized. Discounts for multiple copies are eliminated.
16.0224 (g)(3)	21 X 24" Precinct Maps - plotted	\$ 11.00	20	\$ 220	\$ 20.00	20	\$ 400	\$ 9.00	-	\$ 180	180	Fee for plotted maps (24 X 48 and 36X48) are standardized. Discounts for multiple copies are eliminated.
16.0224 (g)(4)	11 X 17" District Maps - printed	\$ 12.50	3	\$ 38	\$ 9.00	3	\$ 27	\$ (3.50)	-	\$ (11)	(11)	Fee for printed maps (8.5 X 11 and 11X17) are standardized. Discounts for multiple copies are eliminated.
16.0224 (g)(5)	24 X 48" Wall Map - plotted	\$ 16.00	10	\$ 160	\$ 20.00	10	\$ 200	\$ 4.00	-	\$ 40	40	Fee for plotted maps (24 X 48 and 36X48) are standardized. Discounts for multiple copies are eliminated.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (g) (6)	36 X 48" Wall Map - plotted	\$ 26.00	20	\$ 520	\$ 20.00	20	\$ 400	\$ (6.00)	-	\$ (120)	\$ (120)	Fee for plotted maps (24 X 48 and 36X48) are standardized. Discounts for multiple copies are eliminated.
16.0224 (g) (7)	Digitized maps and GIS Exports on CD	\$ 12.00	10	\$ 120	\$ 12.00	10	\$ 120	\$ -	-	\$ -	\$ -	Reduction in second copy fee is eliminated.
16.0224 (h) (1) (A)	Labels Minimum Charge Absentee voters	\$ 10.00	150	\$ 1,500	\$ 10.00	300	\$ 3,000	\$ -	150	\$ 1,500	\$ 1,500	Fee will be changed to include all labels priced at \$10.00 per thousand and will eliminate (h)(1)(b), (h)(2), and (h)(3). Price change is expected to increase demand.
16.0224 (h) (1) (B)	Labels - All others	\$ 50.00	15	\$ 750	\$ -	-	\$ -	\$ (50.00)	(15)	\$ (750)	\$ (750)	Fee will be replaced with (h) (1)
16.0224 (h) (2)	Labels gummed - per thousand	\$ 10.00	-	\$ -	\$ -	-	\$ -	\$ (10.00)	-	\$ -	\$ -	Fee will be replaced with (h) (1)
16.0224 (h) (3)	Labels - Cheshire per thousand	\$ 5.00	-	\$ -	\$ -	-	\$ -	\$ (5.00)	-	\$ -	\$ -	Fee will be replaced with (h) (1)
16.0224 (i) (1)	Voter file up to 80,000 voters - Diskette	\$ 56.00	31	\$ 1,736	\$ 20.00	100	\$ 2,000	\$ (36.00)	69	\$ 264	\$ 264	Fee will be replaced with voter file on electronic media up to 100,000 voters. Fee change is due to more efficient operations, faster computers, and less expensive media. Lower price and change in election cycle is expected to increase demand.
16.0224 (i) (2)	Voter file up to 250,000 voters	\$ 112.00	10	\$ 1,120	\$ 50.00	25	\$ 1,250	\$ (62.00)	15	\$ 130	\$ 130	Fee will be replaced with voter file on electronic media from 100,001 to 250,000 voters. Fee change is due to more efficient operations, faster computers, and less expensive media. Lower price and change in election cycle is expected to increase



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (i) (3)	Voter file - 250,001 thru 500,000	\$ 196.00	2	\$ 392	\$ 100.00	6	\$ 600	\$ (96.00)	4	\$ 208	\$ 208	Fee change is due to more efficient operations, faster computers, and less expensive media. Lower price and change in election cycle is expected to increase demand.
16.0224 (i) (4)	Voter File - 500,001 thru 750,000	\$ 279.00	22	\$ 6,138	\$ 150.00	50	\$ 7,500	\$ (129.00)	28	\$ 1,362	\$ 1,362	Fee change is due to more efficient operations, faster computers, and less expensive media. Lower price and change in election cycle is expected to increase demand.
16.0224 (i) (5)	Voter File - 750,001 thru 1,000,000	\$ 362.00	-	\$ -	\$ -	-	\$ -	\$ (362.00)	-	\$ -	\$ -	Fee is eliminated due to the County having less than 750,000 voters.
16.0224 (i) (6)	District Index - Diskettes	\$ 22.00	1	\$ 22	\$ -	-	\$ -	\$ (22.00)	(1)	\$ (22)	\$ (22)	Fee is replaced by: Indexes will be covered under (k) - Automated Reports and Indexes.
16.0224 (i) (7)	Polling Place Listing - Diskettes	\$ 22.00	6	\$ 132	\$ -	-	\$ -	\$ (22.00)	(6)	\$ (132)	\$ (132)	Fee is replaced by: Reports will be covered under (k) - Automated Reports and Indexes.
16.0224 (i) (8)	Master street file	\$ 30.00	2	\$ 60	\$ -	-	\$ -	\$ (30.00)	(2)	\$ (60)	\$ (60)	Fee is replaced by: Street file will be covered under (k) - Automated Reports and Indexes.
16.0224 (i) (9)	Absentee / multi- purpose file	\$ 56.00	20	\$ 1,120	\$ -	-	\$ -	\$ (56.00)	(20)	\$ (1,120)	\$ (1,120)	Fee is replaced by: Files will be covered under (k) - Automated Reports and Indexes.
16.0224 (j)	E-mail of files 2 MB max size	\$ 19.00	-	\$ -	\$ -	-	\$ -	\$ (19.00)	-	\$ -	\$ -	Fee is replaced by: fee is covered by (g) - Voter files, or (h) - Automated Reports and Indexes.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (k) (1) (A)	Automated reports/indexes - Minimum charge - Absentee voters	\$ 10.00	30	\$ 300	\$ 0.10	17,500	\$ 1,750	\$ (9.90)	17,470	\$ 1,450	\$ 1,450	Fee will be replaced with a charge of \$.10 per page for all Reports or Indexes on paper or electronic media. Proposed fee will vary with the size of each report. The price per page is based on the County's standard per copy charge.
16.0224 (k) (1) (B)	All others	\$ 50.00	20	\$ 1,000	\$ -	-	\$ -	\$ (50.00)	(20)	\$ (1,000)	\$ (1,000)	Fee will be eliminated, replaced by (k) (1) (A).
16.0224 (k) (2)	Per thousand voters - per thousand	\$ 1.50	50	\$ 75	\$ -	-	\$ -	\$ (1.50)	(50)	\$ (75)	\$ (75)	Fee will be eliminated, replaced by (k) (1) (A).
16.0224 (l) (1)	Equipment Rental Pollstar with booth - each	\$ 15.00	-	\$ -	\$ -	-	\$ -	\$ (15.00)	-	\$ -	\$ -	Fee will be eliminated due to the equipment no longer in use.
16.0224 (l) (2)	Pollstar (only) - each	\$ 10.00	-	\$ -	\$ -	-	\$ -	\$ (10.00)	-	\$ -	\$ -	Fee will be eliminated due to the equipment no longer in use.
16.0224 (l) (5)	Demonstration Pollstar - each	\$ 6.00	-	\$ -	\$ -	-	\$ -	\$ (6.00)	-	\$ -	\$ -	Fee will be eliminated due to the equipment no longer in use.
16.0224 (l) (8)	Voting stylus for the disabled - each	\$ 1.00	-	\$ -	\$ -	-	\$ -	\$ (1.00)	-	\$ -	\$ -	Fee will be eliminated due to change to electronic voting.
16.0224 (l) (13)	Electronic vote recorder - each	\$ 30.00	650	\$ 19,500	\$ 150.00	650	\$ 97,500	\$ 120.00	-	\$ 78,000	\$ 78,000	Temporary electronic vote recorder fee is replaced by fee based on actual price of DRE depreciated over 20 elections over a 10 year period.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (m)	Microfiche voter listing (post election) - set	\$ 33.00	-	\$ -	\$ -	-	\$ -	\$ (33.00)	-	\$ -	\$ -	Item is no longer sold due to same information being available in electronic format.
16.0224 (o) (3)	Phone charge - per minute	\$ 0.50	-	\$ -	\$ -	-	\$ -	\$ (0.50)	-	\$ -	\$ -	Fee is eliminated - has not been used in years.
16.0224 (p)	Research services - per hour or fraction thereof, minimum 1/2 hour	\$ 45.00	10	\$ 450	\$ 53.00	10	\$ 530	\$ 8.00	-	\$ 80	\$ 80	Fee increased due to increased labor and overhead costs since last fee revision. Increase is based upon productive hourly rate provided by the A/C-R.
16.0224 (q) (3)	Technical assistance and use of petition and absent voter software - per hour	\$ 68.00	2	\$ 136	\$ 80.00	3	\$ 240	\$ 12.00	1	\$ 104	\$ 104	Change fee to actual cost of Election Clerk labor and overhead to supervise personnel in signature verification along with per hour charges for equipment. New fee is based on the hourly cost of Election Clerk only.
16.0224 (q) (4)	Per hour charge for data terminals used for signature verification.	\$ -	-	\$ -	\$ 5.00	8	\$ 40	\$ 5.00	8	\$ 40	\$ 40	New fee separates the cost of equipment used to check petition signatures.
16.0224 (r) (1)	Search of affidavit on file - Computerized - per name	\$ 2.00	20	\$ 40	\$ 3.00	20	\$ 60	\$ 1.00	-	\$ 20	\$ 20	Fee increase is due to increased labor costs since last fee schedule adjustment.
16.0224 (r) (2)	Processing application and letter of verification of search of records - each	\$ 6.00	9	\$ 54	\$ 10.00	9	\$ 90	\$ 4.00	-	\$ 36	\$ 36	Fee increase is due to increased labor costs since last fee schedule adjustment.
16.0224 (t) (1)	Postage/handling - (Handling and Packaging larger than 9 X 12 env - each	\$ 8.00	5	\$ 40	\$ 11.00	5	\$ 55	\$ 3.00	-	\$ 15	\$ 15	Fee increase is due to increased labor costs since last fee schedule adjustment.



2004-05 REVISED/NEW FEE REQUESTS
FEE SUMMARY

GROUP NAME: Economic Development/Public Services
DEPARTMENT NAME: Registrar of Voters
FUND NAME : General
PROGRAM: Elections

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0224 (v)	Discount for application of bar codes to campaign applications - per election	\$ (100.00)	5	\$ (500)	\$ -	-	\$ -	\$ 100.00	(5)	\$ 500	\$ 500	\$100 discount will no longer be offered due to light use in recent years. Barcodes continue to be used anyway.
16.0224 (w)	Discount for advanced consolidated order of absentee voter data - Advance deposit required - 10%	\$ (30.00)	120	\$ (3,600)	\$ -	-	\$ -	\$ 30.00	(120)	\$ 3,600	\$ 3,600	10% discount will no longer be offered for \$300 advance deposit for AV labels and reports. Revenue affect will be minimal.
16.0224 (l)(14) proposed	Electronic voting card activator	\$ -	-	\$ -	\$ 30.00	150	\$ 4,500	\$ 30.00	150	\$ 4,500	\$ 4,500	Fee is established based on unit cost for each card activator depreciated for 20 elections.

SPECIAL DISTRICTS

Tom Sutton

SUMMARY OF BUDGET UNITS

	2004-05				
	Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Franchise Administration	311,701	-	311,701		3.0
Fish and Game Commission	33,336	15,100		18,236	-
TOTAL	345,037	15,100	311,701	18,236	3.0

Franchise Administration

DESCRIPTION OF MAJOR SERVICES

Franchise Administration is a division of Special Districts. Its function is to monitor utility, cable, telecommunication, and interstate pipeline franchises, as well as the use of other public property. Franchise Administration is also responsible for ensuring submission of the appropriate documents from franchisees including reports, proof of insurance, and payment of franchise fees. Other duties include monitoring customer service compliance for cable television service providers and research designed to identify other entities utilizing public rights-of-way.

Additionally, the Franchise Administration has represented the County and its constituents at the California Public Utilities Commission on issues regarding utility requests for rate increases and investigations of utility over charging their customers.

The Franchise Administration Division collects a substantial amount of annual franchise fee revenue on behalf of the county, and the fees are generally based upon a percentage of utility, cable, telecommunications, and interstate pipeline company gross revenues. These revenues are reflected as workload indicators, and are not directly incorporated within the division's budget, as the fees are accounted for separately within another fund.



BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	282,586	298,177	298,177	311,701
Departmental Revenue	-	-	-	-
Local Cost	282,586	298,177	298,177	311,701
Budgeted Staffing		3.0		3.0

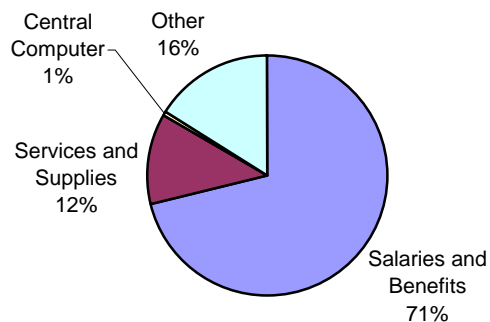
Workload Indicators

Number of Franchises:

Cable Television	13	13	13	13
Gas	4	3	3	3
Water	27	29	29	29
Electric	3	3	3	3
Pipeline and Telecom	8	10	10	10

Franchise Revenues:

Cable Television	1,057,714	1,080,000	1,143,229	1,150,000
Gas	1,269,639	1,380,000	1,755,420	1,800,000
Water	189,041	190,000	190,000	190,000
Electric	2,241,725	2,300,000	2,276,568	2,300,000
Pipeline and Telecom	88,292	60,000	93,429	93,000

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY**2004-05 BREAKDOWN BY FINANCING SOURCE**

GROUP: Econ Dev/Public Svc
 DEPARTMENT: Special Districts
 FUND: General

BUDGET UNIT: AAA FRN
 FUNCTION: Franchise Administration
 ACTIVITY: Regulation/Revenue Collection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G Department Recommended Funded Adjustments (Schedule C)	F+G H 2004-05 Proposed Budget
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget		
Appropriation								
Salaries and Benefits	206,989	201,989	12,625	-	-	214,614	7,402	222,016
Services and Supplies	40,430	45,430	369	-	-	45,799	(7,974)	37,825
Central Computer	1,463	1,463	530	-	-	1,993	-	1,993
Transfers	49,295	49,295	-	-	-	49,295	572	49,867
Total Appropriation	298,177	298,177	13,524	-	-	311,701	-	311,701
Local Cost	298,177	298,177	13,524	-	-	311,701	-	311,701
Budgeted Staffing		3.0	-	-	-	3.0	-	3.0

DEPARTMENT: Special Districts
 FUND: General
 BUDGET UNIT: AAA FRN

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	3.0	298,177	-	298,177
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	12,625	-	12,625
Internal Service Fund Adjustments	-	899	-	899
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	13,524	-	13,524
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BASE BUDGET	3.0	311,701	-	311,701
Department Recommended Funded Adjustments	-	-	-	-
TOTAL 2004-05 PROPOSED BUDGET	3.0	311,701	-	311,701



SCHEDULE C

DEPARTMENT: Special Districts
 FUND: General
 BUDGET UNIT: AAA FRN

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENT

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Various adjustments	-	-	-	-
Increase Salaries and Benefits by \$7,402 to adjust for step changes for employees. Reduction to Services and Supplies (\$7,974) that is primarily attributed to a decrease of \$6,194 in other professional services. An increase of \$572 in transfers.				
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>



Fish & Game Commission

MISSION STATEMENT

The Fish & Game Commission is administered by the Special Districts Department, and its primary function is to act as the liaison between the State Department of Fish & Game, The County Board of Supervisors and the public.

DESCRIPTION OF MAJOR SERVICES

The Commission makes recommendations to the Board of Supervisors on matters pertaining to wildlife in San Bernardino County.

The Fish and Game Commission budget receives funding from fines imposed on hunting, fishing and environmental infractions. These funds are used by the Commission to assist qualified organizations with projects that assist in enhancing wildlife and with its propagation in San Bernardino County.

There is no staffing associated with this budget unit.

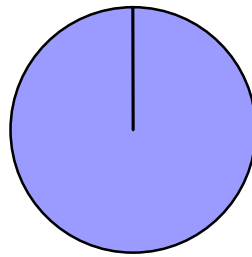
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Proposed 2004-05
Total Appropriation	24,908	69,753	10,417	33,336
Departmental Revenue	8,599	59,200	18,100	15,100
Fund Balance		10,553		18,236
Budgeted Staffing		-		-

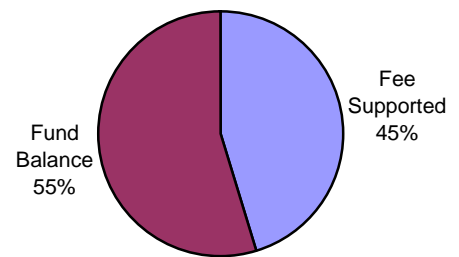
Expenditures in the Fish and Game budget are less than the amount budgeted because the entire unreserved fund balance must be appropriated each year in accordance with Section 29009 of the State Government Code. The amount not expended in 2003-04 has been carried over to the subsequent year's budget.

Revenues for this program are based upon fines levied by the court for code violations. Revenue is lower than expected due to a one-time funding source of \$44,200 from the District Attorney environmental violations fund that was not realized.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE


Services
and
Supplies
100%



GROUP: Econ Dev/Public Svc
DEPARTMENT: Special Districts
FUND: Fish and Game Commission

BUDGET UNIT: SBV CAO
FUNCTION: Public Protection
ACTIVITY: Other Protection

ANALYSIS OF 2004-05 BUDGET

	A	B	C	D	E	B+C+D+E F	G	F+G H
	2003-04 Year-End Estimates	2003-04 Final Budget	Cost to Maintain Current Program Services (Schedule A)	Board Approved Adjustments (Schedule A)	Impacts Due to State Budget Cuts (Schedule B)	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule C)	2004-05 Proposed Budget
Appropriation								
Services and Supplies	10,417	69,753	-	-	-	69,753	(36,417)	33,336
Total Appropriation	10,417	69,753	-	-	-	69,753	(36,417)	33,336
Departmental Revenue								
Fines and Forfeitures	18,100	59,200	-	-	-	59,200	(44,100)	15,100
Total Revenue	18,100	59,200	-	-	-	59,200	(44,100)	15,100
Fund Balance		10,553	-	-	-	10,553	7,683	18,236

SCHEDULE C

DEPARTMENT: Special Districts
FUND: Fish and Game Commission
BUDGET UNIT: SBV CAO

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

	Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Net decrease of \$36,417 in services/supplies to better represent budgeted costs based on projected revenues and estimated fund balance. This was primarily the result of a decrease of \$41,517 in special departmental expenses and increases of \$5,100 in various object codes.	-	(36,417)	-	(36,417)
2.	Fines and Forfeitures Adjustment for a net decrease of \$44,100 in revenue primarily due to a one-time source of revenue that was budgeted for in the previous fiscal year that will not be realized in the FY 2004-05 budget.	-	-	(44,100)	44,100
	Total	-	(36,417)	(44,100)	7,683

